



Foundations of Woodworking

One Trade Many Careers:

Who Am I Unit 1

April 6, 2020



9-12/ Foundations of Woodworking
One Trade Many Careers Unit 1: [April 6, 2020]

Objective/Learning Target:
Students will read through the PPT
and discover “Who am I?”

Values

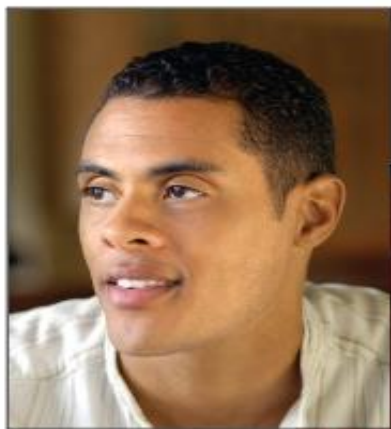
- A **value** is an idea or belief that has a great importance. For example, a person can achieve anything with hard work.
- An **opinion** is a view or attitude about a particular subject. For example, football is better than baseball.

It's not always easy to tell the difference between values and opinions because people often feel strongly about their opinions.



Attitudes

Although values influence your feelings about a great many things, they are not always obvious. Attitudes on the other hand are easier to detect.



Attitudes *cont.*

- An **attitude** is the way in which you think, feel, and act.
- Attitudes can be seen as either positive or negative.
- Attitudes are often expressed in the form of strongly stated opinions or emotionally charged remarks.
- People have control over their attitudes.
- Thinking positively often generates positive actions which get positive results.



Prejudices

- A **prejudice** is an attitude that has no reasonable or justified basis in fact.
- They are, by their very nature, untrue and unfair.
- Everyone has some prejudices.
- Prejudices can affect friendships, relationships, and your career.
- They are difficult to let go.



People Skills

Getting along with other people is a key to a successful life. These skills include:

- Listening carefully
- Showing concern for others
- Avoiding gossip
- Being a good team player
- Earning confidence of others
- Ability to persuade others
- Keeping an open mind
- Handling criticism
- Keeping information confidential
- Finding ways for everybody to win



Listening Carefully

- Listening skills are vital in the workplace.
- How well you complete a task depends on how well you listened to the instructions.
- Listening to people shows that you respect them and that you care about what they have to say.



Showing Concern for Others

- Showing concern for people is a good way to earn the respect and confidence of others.
- Showing concern can be as simple as asking, “How are doing today?”, or congratulating someone on their success.



Avoiding Gossiping

Words can hurt people even when no harm is intended.

- Even innocent remarks about a person's looks, personality, ability, or circumstances may be hurtful.
- A good rule of thumb is to always assume that even things said about someone in private, will find their way back to the person being talked about.



Being a Good Teammate

When the entire team is successful, all team members succeed.

- The experience of being a part of a team is more about being of service to the team, not just existing to win or lose.
- On teams, people will have opposing views and disagreements. Good team players put aside individual differences in order to work out the best solutions for the entire team.



Earning the Confidence of Others

Earning the confidence of others is one of the most important people skills.

- Earning a person's confidence does not come easy.
- Confidence is earned by demonstrating your competence, hard work, and your ability to use various people skills such as listening and showing concern for others.
- Confidence is also fragile. It can be quickly destroyed by failing to be honest or reliable.
- Your success in a job may largely be determined by your ability to earn the confidence of your employer, supervisor, and coworkers.

Being Persuasive

The ability to persuade others can be a valuable people skill in the workplace.

- It can demonstrate initiative and teamwork.
- People are almost never persuaded by arguments. People are persuaded by examples.
- Arguing with someone is one of the quickest ways to lose someone's confidence in you.



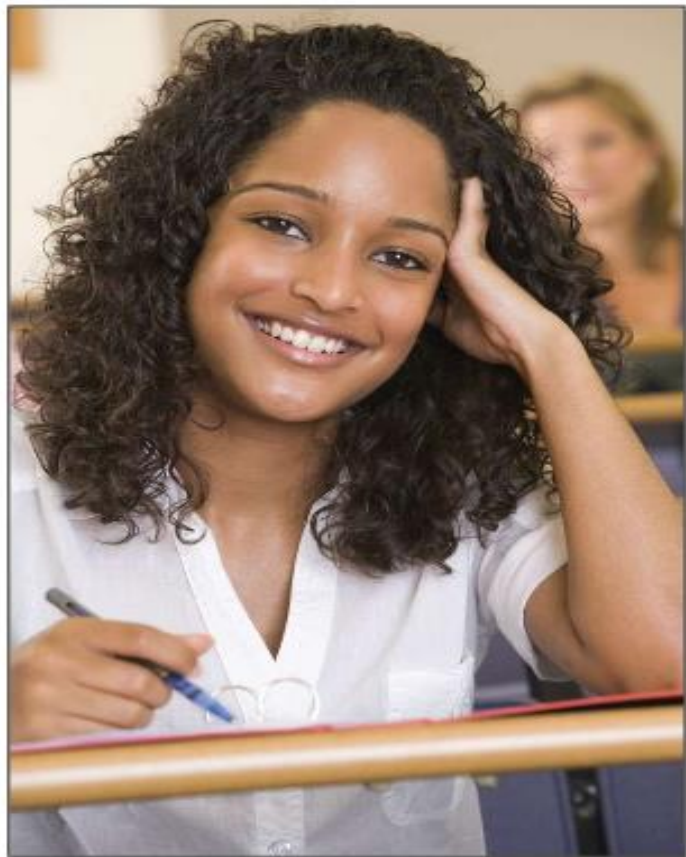
Keeping an Open Mind

An open mind is a mind that is receptive to new ideas, new experiences, and new ways of doing new things.



Keeping an Open Mind, *cont.*

- The modern workplace requires workers to be open to new ideas and methods.
- It is important to evaluate and re-evaluate ideas, processes, and procedures in the workplace.
- It is important to try to give every new idea a fair evaluation, without a negative attitude.
- Many ideas do not seem good at first, but turn out well.



People Skills *cont.*

Handling Criticism Well

Everyone is given criticism, in life and in the workplace. Keep in mind the following when receiving criticism:

- Do not take it personally. It does not mean you are a “bad” person. It is most often a criticism of an action or failure to act.
- Keep an open mind and a positive attitude. This new awareness may make you a better person or worker.
- No matter how good you are at something, there is always room for growth.

Keeping Information Confidential

It is hard for coworkers and employers to trust someone who can't keep information confidential.

- Confidential information can come from your employer, supervisor, or coworker.
- Sharing confidential information with others is a sure way to lose the confidence of the person who asked you to keep the information confidential.



Finding Ways for Everyone to Win

Everyone likes to win and no one likes to lose. However, many conflicts in life and at work do not have to end with a win or a loss.

- Conflicts can often be resolved in ways that are acceptable to everyone involved.
- Successful people often try to create “win-win” situations.
- Win-win situations happen when all people involve compromise a little bit.



Goals

Most good things do not happen by accident. To get what you want, you will want to establish clear **goals** and then work hard to achieve them.

- People who set **short-term goals** and **long-term goals** are more likely to achieve them.
- Decide what you want.
- Set realistic goals.
- Make sure your goals are consistent with your values.
- Consider costs and rewards.



Goals *cont.*

Write, Develop, and Achieve

Write down the goal, develop a plan for achieving it, stick to your timelines, and then take pleasure in the accomplishment.

- Write your goals down. Determine if they are short- or long-term goals.
- Develop a plan for reaching short-term goals.
- Develop a plan for reaching long-term goals.
- Develop a timeline for each goal.

Vision

Planning for the future takes the ability to imagine what the future may look like. This ability is often called **vision**.

- Having good vision means that you have a good imagination and a good sense of how things might work out in the future.



