

Examples of Transition Activities

The following list of activities is suggestions that will help students explore and prepare to meet their post-secondary goals. Many of the activities can be completed in a general education class setting, separate setting, or through community-based instruction.

Education:

- Interest Inventories
- Filling Out College Application
- Filling out FAFSA - Student Financial Aid
- Personal/Narrative Essays for College Applications

Employment:

- Filling Out an Application for Social Security
- Filling Out Employment Forms
 - Filling out Employment Form W-4
 - Filling out Employment Form I-9
- Writing Dates on Forms
- Following Directions on a Form
- Filling Out an Employment Application
- Writing a Resume
- Preparing Answers to Interview Questions
- Reading Paychecks and Pay Statements (Stubs)
- Understand Terms About Pay and Benefits
- Learn about On-the-Job-Skills
 - Filing Alphabetically
 - Sorting Mail, Packages, etc.
- Understanding Signs at a Place of Business
- Telephone Skills

- Finding Numbers in a Directory and on the Internet
- Computer Skills
 - Identifying Search Terms
 - Answering Questions by Searching the Internet

Independent Living:

- Going Grocery Shopping
 - Understanding Nutritional Categories
 - Reading Nutritional Facts Labels
 - Reading Unit Price Labels
 - Weighing Produce
- Preparing Food
 - Identifying Items Found in a Kitchen
 - Identifying Parts of a Recipe
 - Adjusting Recipes for Different Servings
- Going to a Restaurant
 - Reading Signs in a Restaurant
 - Calculating Tip
- Shopping for Clothes
 - Using Store Ads to Look for Bargains
 - Recognizing When Cloths Fit
 - Learn How to Read and Locate Store, Mall Directories
- Housing
 - Reading Housing Ads
 - Reading Rental Agreements
 - Reading Utility Bills
- Budget and Understanding the Value of Money
 - Recognizing Dollars and Cents
 - Counting Coins and Bills
 - Identifying Groups of Coins and Bills with Equivalent Values
 - Reading Charts with Prices
 - Developing a Personal Budget

- Determining How Much Items Cost (Comparing Regular and Sales Prices)
- Using Discount Coupons
- Practice with the Exchange of Money (Counting, Paying with Coins and Bills, Identifying Equivalent Amounts)
- Managing Credit, Checks, and Banking
- Personal Health Decisions
- Driving a Car
 - Department Motor Vehicles (How to get a Permit, Taking the Driver's Test, etc.)
 - Practicing for the Driver's Permit
 - Planning a Trip (Understanding Distances and Road Maps)

Community Participation:

- Using a Community Agency
 - Learning about Local Community Agencies
 - Completing a Service Application
- Using a Post Office
 - Identifying Features of a Post Office
 - Changing Your Address
 - Sending Mail and Packages
- Using a Library
 - Identifying Features of a Public Library
 - Using the Library's Computer Catalogue System
- Voting
 - Voting in a Polling Place
 - Completing a Voter's Registration Form

Interview Take-Along Checklist

- **Your Resume and Job/Professional References:** But don't just throw these crucial documents in your bag. How you present this information says a lot about you.

It is recommended that you buy an inexpensive two-pocket folder in blue, since this color appeals to both men and women and conveys a business feel. On the left side, place your resume, and on the right, your [letters of recommendation](#) and list of [references](#). When you get to the interview, say, "**I wanted to bring an extra copy of my resume -- here it is,**" and open the folder, turning it around for the interviewer to read.

---This is a sign you are open and honest as well as organized and the more you show you are prepared, the more you are showing respect.

- **Pad and Pen:** Taking a few notes during your interview (while being careful not to stare at your notepad the whole time) is another sign of respect.

---It makes them feel you are listening.

- **Directions:** knowing where you are going and how you will get there lowers your anxiety. Prepare by listing your bus stops and times and arriving way before your interview time.

- **Cellphone:** Make sure it stays turned off.

--- It's a huge sign of disrespect to be interrupted during an interview or give the appearance you'll be interrupted.

The Intangibles

- **Company Research:** In almost every interview, you'll be asked what you know about the company. To prepare for this question, research the company online, and ask people you know...learn as much as you can so you will be prepared to ask questions in the end.
- **A Smile:** It may sound sappy, but this nonverbal clue is an immediate rapport-builder. Interviewers are often nervous, too. A smile immediately tells someone that you are friendly.

Transition Resources:

Education/Traning	Employment	Independent Living
Summary	Summary	Summary
Video	Video	Video
DSPS	California Careers	Eat Fit
Student Aid	Jan Accommodation	Disability Benefits 101
Going to College	Reality Check	Money Instructor
Think College	Career Zone	