

College & Leadership: Opening the Door to Your Future



Workbook



Welcome

Welcome to *College & Leadership: Opening the Door to Your Future*! You've decided to take this course because you are interested in knowing more about attending college and/or becoming a leader.

Throughout this course, you will learn many reasons why attending college will benefit you and what leadership is. The activities and resources in this Workbook will help you think about what your future will look like. You will also learn how you can prepare for that future.

This course is designed for tween and teenage girls, to show you that college completion will benefit you regardless of what your adulthood goals may be, and that you can be—and are—leaders. This course walks through exploring college with three young women—Maya, Brianna, and Hannah:

- Maya already has college and career goals.
- Brianna would like to be a stay-at-home mother.
- Hannah does not have any specific goals.

These individuals represent various perspectives many young women have. Throughout the course, Maya's college career goals are reaffirmed, Brianna learns that her college attendance will increase her future children's quality of life, and Brianna will learn how her current skills and talents could translate to college attendance and a career.

You may have an adult working with you and possibly a group of other young women. If they don't know about the Adult Guide that accompanies this course and the Workbook, be sure to let them know that it's available so they can download and use it. It has seven activities that will help you practice and apply what you're learning.

Congratulations on thinking about this important part of your future!

MODULE 1

Benefits of Attending College



Understanding What's Important to You

Preparing for college is a long-term effort. Understanding why college is important to **you** will keep you interested until it is finally time for you to start college.

- After watching the video: Which of the five benefit areas is most important to you? Why?

Imagining Your Future

Thinking about the future is a wonderful opportunity to imagine who you could be. Take some time to imagine your future life. Use this page to draw, color, or create a collage of your future.



There's a College for Everyone

There is no one-size-fits-all model when it comes to your future educational experiences. You can choose the experience that will help you create the future you envision for yourself.

- **Universities** offer a greater range of academic choices than liberal arts colleges. They will likely provide more extensive resources like library, laboratory, fine arts, and athletic facilities. At many large universities, class size will reflect institutional size, and most introductory classes are taught in a lecture format.
- **Community or Junior Colleges** generally offer the first two years of a liberal arts education in addition to specialized occupational preparation. An associate degree is awarded at the end of a two-year program of studies, following which many students continue their education at a four-year institution. Students can also earn certificates for specific careers in under two years.
- **Technical Institutes and Professional Schools** enroll students who have made clear decisions about what they want to study and emphasize preparation for specific careers, such as music or fine arts, engineering, or technical sciences. You should be quite sure of your future direction before selecting one of these options.
- **Liberal Arts Colleges** focus on the education of undergraduate students. Classes are generally taught by professors who see teaching as their primary responsibility. Because most liberal arts colleges are smaller than universities, classes tend to be smaller, and more personal attention is available. As opposed to preparing for a specific career path, students who attend liberal arts colleges are exposed to a broad base of courses in the humanities, social sciences, and sciences. In addition, they select at least one area of in-depth study that is their college major.
- **Historically Black Colleges and Universities (HBCUs)** find their origins in the time when African American students were systematically denied access to most other colleges and universities. Students at HBCUs have a unique opportunity to experience an educational community in which black students are a part of the majority. They find committed faculty and mentors who encourage their expectations of success.
- **Tribal Colleges** are like HBCUs and focus on the education of Native American students.
- **Hispanic-Serving Institutions** are colleges, universities, or systems/districts where total Hispanic enrollment constitutes a minimum of 25% at either the undergraduate or graduate level.
- **Women's Colleges**, with their larger numbers of female faculty and administrators, offer female confidence-building role models, greater opportunities to serve in a full range of student leadership positions, and a heightened awareness of career possibilities for women.

Colleges and Universities in Utah

- Salt Lake Community College
- Snow College
- Southern Utah University
- University of Utah
- Utah State University
- Utah State University - Eastern
- Utah Tech University
- Utah Valley University
- Weber State University

Technical Colleges in Utah

- Bridgerland
- Davis
- Mountainland
- Ogden
- Southwest
- Tooele
- Uintah Basin

Private Colleges and Universities in Utah

- Brigham Young University
- Ensign College
- Western Governors University
- Westminster College



Making the Right College Choice

How do you know what type of college is right for you? There's a lot to consider when making such an important life choice. Here are some topics you should consider when deciding what kind of college is right for you:

- Do you have a specific career in mind?
- What have you learned about your academic interests and abilities that will influence what you may study in college?
- Do you prefer being one of the best in a class, or do you need the competition of equally bright peers to challenge yourself?
- Do you learn more quickly when structure is clear and uniform, or does freedom to choose how you spend your time for a class fit you better?
- What extracurricular activities have been the most important to you? Which will you want to continue in college?
- Who are your friends? Do you want your relationships in college to be similar or different?

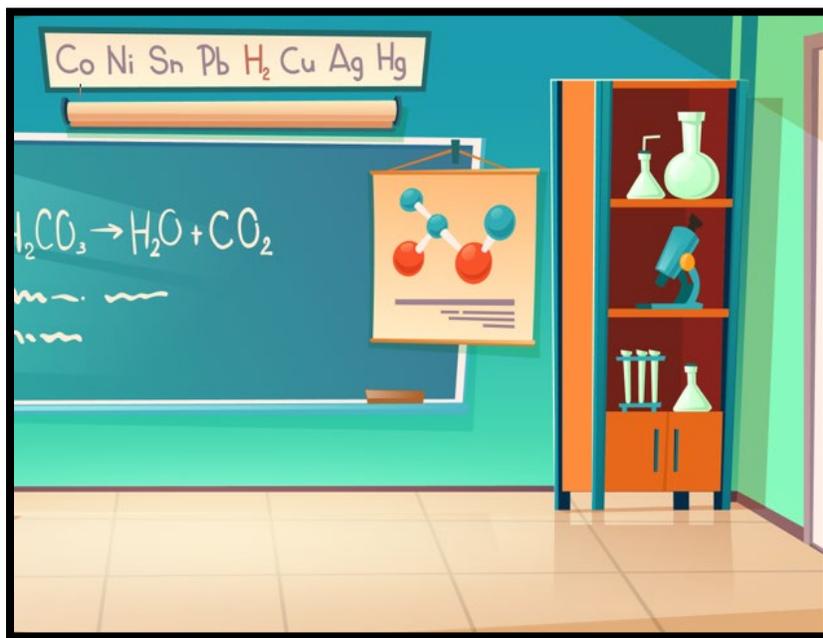
Evaluating Colleges and Universities

Now that you know attending and graduating from college can help you achieve your life goals, take some time to think about specific colleges that you may want to attend. Use the chart below to help you organize the information you collect.

	What you already know	Questions about this institution	Answers to your questions	Information you are still curious about
College 1				
College 2				
College 3				
College 4				

MODULE 2

Your Skills and Interests



All About You

A good first step in thinking about your future is to think about your life *right now*. Understanding your current talents, interests, and skills can help you make choices about your future. The answers to these questions may change over time as you get older and have new experiences. Don't worry about that! It's perfectly fine! This will help you practice self-evaluation so you can make the right choices for you.

- In which aspects of your life do you spend the most time participating?

- What makes you happy?

- When do you feel at your happiest?
- What gives you a feeling of purpose?
- How do you think and learn best?
- What sorts of activities lift your spirits and feed your energy?
- What tasks or activities come easily to you?
- When do you feel that you are being most true to who you are?

The Good Others See in You

Sometimes, there is more to you than you can see. Asking other people about the talents and strengths they see in you can also add insight to your future. Give it a try! Ask someone you trust what talents, skills, and strengths they see in you. You might be surprised!

- What do others say you do well?

- What feedback is most surprising?

Interpersonal Skills

There's another category of skills that is important, too. This category is called "interpersonal skills." Interpersonal skills include listening, patience, decision-making, and communicating. Interpersonal skills aren't showy, but they are important to recognize and practice alongside your other, more visible skills. Check off the interpersonal skills that you have:

- Collaboration:** The ability to share and listen to others' ideas to achieve a goal.
 - Communication:** The ability to clearly communicate your ideas verbally or in writing.
 - Conflict Resolution:** The ability to find a peaceful solution to a disagreement.
 - Empathy:** The ability to understand another person's point of view. This is sometimes called "putting yourself in somebody else's shoes."
 - Listening:** The ability to hear and understand messages that others share with you.
 - Positivity:** The ability to think in an optimistic manner.
 - Problem-Solving:** The ability to generate ideas that may be useful in solving problems.
 - Teamwork:** The ability to work with others to achieve a common goal.
 - Time Management:** The ability to manage time to complete tasks in a prompt manner.
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- What are other interpersonal skills that you may have?

“Give-up” Thoughts vs “Go-to” Thoughts

When we struggle with developing a skill, self-doubt can creep in and prevent us from moving forward, and we want to give up. It’s important to recognize when we have give-up thoughts. Go-to thoughts are a different way of looking at the same situation. Go-to thoughts use facts to help you analyze a situation more effectively. Here’s an example:

Situation	You bomb your public speaking assignment.
“Give-up” thought	“That was awful! I’m always going to be a bad public speaker. I’m so embarrassed.”
“Go-to” thought	“That <i>was</i> awful. But now I know what to focus on so I can be a better communicator. I’m happy I tried!”

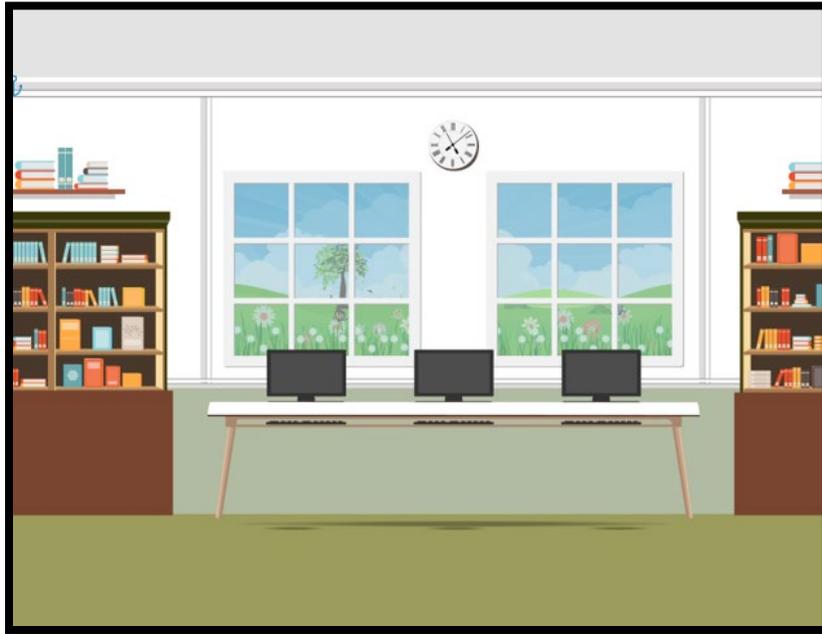
- Identify your own “give-up” thoughts about things you want to be better at.
- Fill out these tables by writing your situation, “give-up” thoughts, and “go-to” thoughts to help stay motivated while you work on these skills.

Situation #1	
Give-up thought	
Go-to thought	

Situation #2	
Give-up thought	
Go-to thought	

MODULE 3

Leadership



What Does Leadership Mean to You?

- What does the word “leadership” mean to you?

- Think of women you admire as leaders. What leadership qualities do you see in them?

Leadership Quiz

How prepared are you to be a leader? Take the following quiz to reflect on your perception about leadership and your readiness to lead. After reading each statement, circle the applicable number for each statement using this scale:

**1 = strongly disagree; 2 = disagree; 3 = somewhat disagree; 4 = neutral;
5 = somewhat agree; 6 = agree; 7 = strongly agree**

1. I want to be a leader.	1	2	3	4	5	6	7
2. Leadership roles are something I aspire to.	1	2	3	4	5	6	7
3. I share characteristics with other strong leaders.	1	2	3	4	5	6	7
4. I have what it takes to become a leader.	1	2	3	4	5	6	7
5. I know I can make things happen.	1	2	3	4	5	6	7
6. I tend to take charge when things need to be done.	1	2	3	4	5	6	7
7. It is an honor to be asked to lead.	1	2	3	4	5	6	7
8. If I'm given a leadership calling or role, I am excited.	1	2	3	4	5	6	7
9. There are benefits to becoming a leader.	1	2	3	4	5	6	7
10. If I'm asked to take charge, I typically accept.	1	2	3	4	5	6	7
11. I believe I have a responsibility to be a leader.	1	2	3	4	5	6	7

Think about your responses and why you answered the way you did. Questions 1 and 2 relate to your desire or aspiration to lead, while 3, 4, 5, and 6 focus on how you see yourself in such a role. Questions 7, 8, and 9 reflect your attitude toward leadership, and 10 and 11 focus on the responsibility you feel to lead moving forward. You can take this again after completing this course to see if you have made any shifts in your own perceptions about your leadership potential.

Overall, your pathway to leadership is going to be very individual and unique. You have and can build your own distinct leadership style which will shift, change, and become refined as you learn, grow, and expand with experience. You can find your own authentic approach that impacts others in the best ways possible.

- What did this assessment teach you about yourself?

Leadership in Action

- Now that you understand leadership, think about a time when you have been a leader. Remember, leadership occurs in families, at school, in extracurricular activities, and in the community.

Review the information about the three young women who have displayed leadership. Write about the skills and attitudes they display. To learn more about them, just click on their name and follow the link. Then fill out the table.

- [Malala Yousafzai](#): As a child, Malala attended her father’s school—one of the few in Pakistan that educated young girls. After surviving a gunshot to the head by a Taliban gunman while riding to school, she became a passionate advocate for a woman’s right to education.
- [Abigail Lupi](#): When 10-year-old Abigail visited her grandmother in a nursing home, she became aware of the silent struggle with loneliness many nursing home residents face. To support and comfort these people, she founded the CareGirlz organization.
- [Jasilyn Charger](#): While growing up on the Cheyenne River Reservation in South Dakota, Jasilyn gained first-hand experience with the mental health struggles teenagers face. She co-founded the One Mind Youth Movement to help youth who are part of the Cheyenne River Sioux Tribe find mental health support and resources when they’re in crisis.

Leader	Her leadership skills	Leadership skills we have in common
Malala Yousafzai		
Abigail Lupi		
Jasilyn Charger		

Understanding Your Values

Values are beliefs about what is important in life. What you value influences the actions that you take. Review this list of common values and circle any values that you have.

Achievement	Family	Peacemaking
Authenticity	Flexibility	Power
Beauty	Freedom	Prosperity/Wealth
Caring	Friendship	Productivity
Caution	Growth	Persistence
Challenge	Happiness	Recognition
Communication	Harmony	Respect
Competition	Health	Responsibility
Courage	Honesty/integrity	Risk-taking
Creativity	Hope	Security
Curiosity	Humor	Serving others
Culture	Intelligence	Simplicity
Decisiveness	Innovation	Spirituality
Discipline	Justice	Strength
Determination	Learning	Task-focused
Diversity	Love	Teamwork and collaboration
Empathy	Loyalty	Uniqueness
Environmental stewardship	Open-mindedness	Unity
Equality	Organization	Winning
Fairness	Patience	Wisdom

- Now write down other values that are important to you:

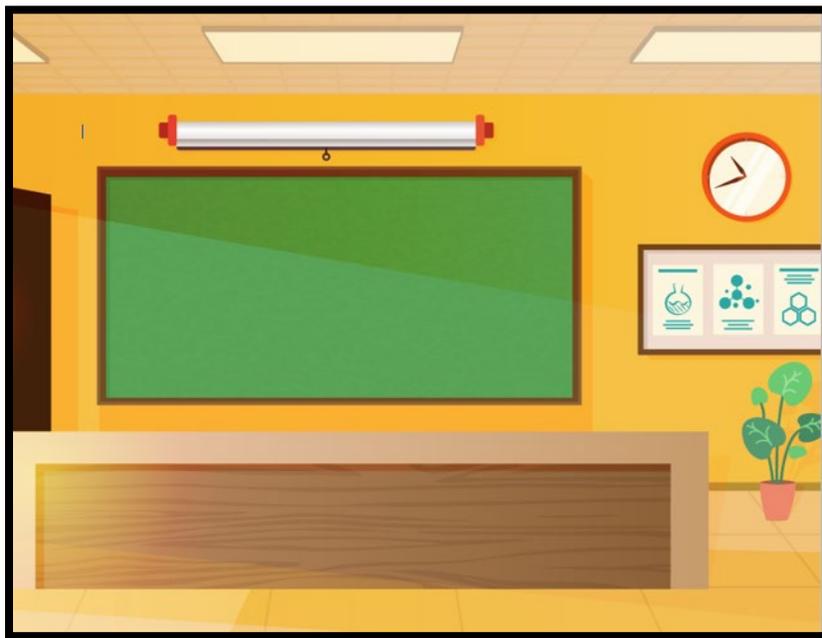
Where Can You Be a Leader?

You can be a leader in any area of your life: your home, your school, your local community. You even have the potential to be a global leader. Use this page to create a mind map of the issues you care about. This map will help you identify areas where you may want to lead.

A large, empty rectangular box with a thin black border, intended for creating a mind map. The box is currently blank, providing space for the user to draw and write their thoughts.

MODULE 4

Academic Preparation for College



Preparing Today for College

As soon as you decide college is for you, it's important to start taking classes that will help you get admitted to school. You should also be taking classes that will help you succeed in graduating from college. You can start preparing for college as early as middle school or junior high school. According to the National Association of College Admission Counseling, you need to take the following classes by the end of your senior year of high school to meet the admissions requirements for most colleges.

- **ENGLISH:** Four years of English classes. These courses will teach you how to read and analyze information and how to write well. Written communication skills are important in every career.
- **SCIENCE:** Three to four years of laboratory science classes. You'll have the strongest background if you have taken at least one year each of:
 - Biology
 - Chemistry
 - Physics
- **MATH:** Four years of math classes. Students who take math each year of high school are far more successful in college than students taking only three years. Never skip a year of math because you'll lose your momentum. If you don't take math in your senior year, you may find

college math difficult. Your math classes should include at least four of the following six classes, taken in this order:

- Pre-algebra
 - Algebra
 - Geometry
 - Algebra II and/or trigonometry
 - Pre-calculus
 - Calculus
- **SOCIAL SCIENCE:** Most college freshmen studied world history and American history in high school. Other social science options include:
 - Government
 - Sociology
 - Geography
 - Psychology
 - **WORLD LANGUAGE:** Two to four years of a world language. More colleges are requiring a minimum of two years of language study while in high school. Therefore, it's important that you expose yourself to the study of languages while in high school.

Developing Strong Study Skills

It's also important to start building strong study skills to help you do well in all your classes. You should start developing these study skills in middle school to be successful in high school.

There are different ways in which people enjoy learning new information. These include seeing the information in action, reading about the information, and practicing the ideas and skills. Use the assessment below to determine what learning style you prefer.

Most successful students use a variety of techniques to learn new information. For example, it's important to *hear* people speaking when learning a new language. You may want to watch a teacher demonstrating a science experiment and then do the experiment on your own to better understand the style of learning that is most effective for you.

Learning Style Assessment

INSTRUCTIONS: Check the box next to each question that best describes how you learn.

Statement	Often	Sometimes	Seldom
1. I can remember best by listening to a lecture that includes information, explanations, and discussions.			
2. I prefer to see information written on the board and accompanied by visual aids and assigned readings.			
3. I like to write things down or take notes.			
4. I prefer actual practice and other activities in class.			
5. I require explanations of diagrams, graphs, or visual directions.			
6. I enjoy working with my hands or making things.			
7. I am good at and enjoy making graphs and charts.			
8. I can tell if sounds match when presented with pairs of sounds.			
9. I can remember best by writing things down several times.			
10. I can easily understand and follow directions on a map.			
11. I do best in academic subjects by listening to lectures.			
12. I play with coins or keys in my pocket.			
13. I learn to spell better by repeating words out loud than by writing the words on paper.			

14. I can understand a news article better by reading it than by listening to a report about it.			
15. I chew gum or a snack while studying.			
16. I think the best way to remember something is to picture it in my mind.			
17. I learn the spelling of words by “finger spelling” them.			
18. I would rather listen to a good lecture or speech than read about the same material.			
19. I am good at working and solving jigsaw puzzles and mazes.			
20. I grip objects in my hands during learning periods.			
21. I prefer listening to the news on the radio or online rather than reading about it on the internet, in a magazine, or in a newspaper.			
22. I prefer learning information about an interesting subject by reading about it.			
23. I feel very comfortable touching others (e.g., hugging, handshaking).			
24. I follow oral directions better than written ones.			

SCORING:

1. Complete the table below by assigning the following point values for each question.

Often = 5 points

Sometimes = 3 points

Seldom = 1 point

2. Add the points in each column to discover your learning preference score in each category.

VISUAL (Seeing)		AUDITORY (Hearing)		TACTILE (Touching)	
Question #	Points	Question #	Points	Question #	Points
2		1		4	
3		5		6	
7		8		9	
10		11		12	
14		13		15	
16		18		17	
19		21		20	
22		24		23	
Total Points (Score):		Total Points (Score):		Total Points (Score):	

APPLYING THE RESULTS: The highest score indicates what type of learning preference/style you have. The University of California – Mercer recommends the following tips to help you make the most of your learning experiences:

- **VISUAL learning:** Make use of all available study materials such as videos, charts, maps, and notes. Take notes and then review them. Practice visualizing by creating pictures, words, and concepts in your mind. Add meaningful symbols, colors, and graphics to notes to provide visual cues. Try to visualize how information appears on a page.
- **AUDITORY learning:** Record class sessions on your phone to listen to as a review. Sit in the classroom where you can hear well (most often, this is near the front). After you have read something, summarize the key information by telling it to a study partner or family member. Participate in group study sessions with your peers.
- **TACTILE learning:** Try tracing words as you say them. Take and keep class notes. It may also help you to create study sheets. Think about how the subject matter works in the real world. For some classes, practice role-playing. Consider participating in study groups or tutoring others.

Tips For Classroom Success

INSIDE THE CLASSROOM:

- Sit close to the front of the classroom when possible.
- If the class is online (such as over Zoom), keep your camera on to help you stay focused.
- Join in class discussions.

- Ask questions! If you don't understand something, chances are others in the class don't understand either.
- Keep up with class assignments and turn them in when they are due.
- Ask for help in classes when you find yourself falling behind. Remember, your teachers want to help you succeed.
- Learn to take good class notes. You'll take plenty of notes for the rest of your life, so work on this skill now!

OUTSIDE THE CLASSROOM:

- Find a quiet place to study where you won't be interrupted.
- Plan a daily homework schedule and stick to it.
- Ask your family or friends to read your written work.
- Ask for help when you're having trouble at school.

Next Steps

You have learned about the benefits of graduating from college. Now it's time to think about specific actions that you will take to prepare for college. Write your goals for the next three months. The more specific your goals are, the more likely it is that you will achieve them.

- **This week, I will:**

- **This month, I will:**

- **In the next three months, I will:**

