

**Thinking For A Change & Hit the Ground Running
SCHEDULES – Revised, December 2007**

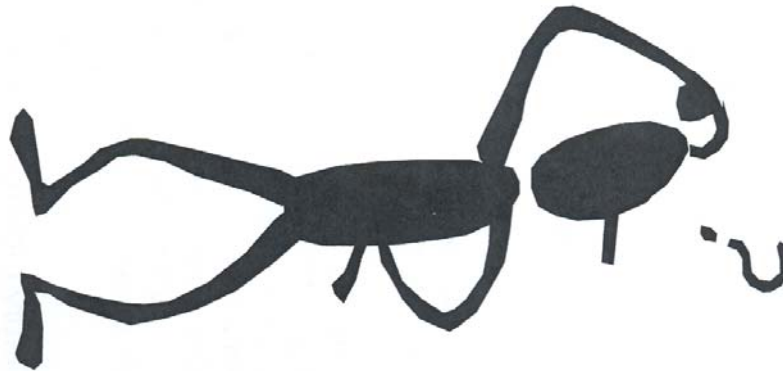
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-9:00 am	TFAC – 1	TFAC – 1	TFAC – 1	TFAC – 1	TFAC – 1
9:00-10:00 am	TFAC – 2	TFAC – 2	TFAC – 2	TFAC – 2	TFAC – 2
10:00-11:00 am	TFAC – 3	TFAC – 3	TFAC – 3	TFAC – 3	TFAC – 3
11:00-11:30 am	Lunch	Lunch	Lunch	Lunch	Lunch
11:30-12:00 pm	Beginning Keyboarding	Beginning Keyboarding	Beginning Keyboarding	Beginning Keyboarding	Beginning Keyboarding
12:00-1:30 pm	HTGR – 1	HTGR – 1	HTGR – 1	HTGR – 1	HTGR – 1
1:30-2:00 pm	Planning	Planning	Planning	Planning	Planning
2:00-3:30 pm	HTGR – 2	HTGR – 2	HTGR – 2	HTGR – 2	HTGR – 2

Thinking For A Change Classes (25 Total Hours/Approximately 6 weeks)

Hit the Ground Running: WorkKeys® Component (70 Total Hours/Approximately 8 weeks)

Hit the Ground Running: Modules/Job Readiness Component (70 Total Hours/Approximately 8 weeks)

Thinking For A Change



Thinking For A Change is a Transition Life Skills Course
December 2007

What is Thinking For A Change?



Thinking For A Change is an integrated, cognitive behavior change program that includes:

- Cognitive Restructuring
- Social Skills Development
- Problem Solving Skills

Thinking For A Change is designed for delivery in small group settings covering 22 basic lessons. Classes are offered five days a week with daily homework assignments. Two certificates are awarded upon successful completion of the classes – *Thinking For A Change Completion Certificate* and *Problem Solving Skills*.



Mandatory requirements for completion of the program are:

- Completion of homework assignments
- Class participation
- Knowing the 3-Steps of Cognitive Self-Change, and
- Attendance and punctuality

Specific Lesson Topics Include:



- Lesson 1: Orientation & Introduction**
Pre-Assessments
Self Evaluation: What Do I Need? & How I Think Questionnaire
- Lesson 2:** Active Listening
- Lesson 3:** Asking Questions
- Lesson 4:** Giving Feedback
- Lesson 5:** Our Thinking Controls Our Behavior
- Lesson 6:** Paying Attention to Our Thinking
- Lesson 7:** Recognizing the Thinking That Leads to Trouble
- Lesson 8:** Finding New Thinking
- Lesson 9:** Using Thinking Check-Ins
- Lesson 10:** Knowing Your Feelings
- Lesson 11:** Understanding the Feelings of Others
- Lesson 12:** Responding to the Feelings of Others
- Lesson 13:** Preparing For a Stressful Conversation
- Lesson 14:** Responding to Anger
- Lesson 15:** Dealing With An Accusation
- Lesson 16:** Introduction to Problem Solving
- Lesson 17:** Step 1 – Stop & Think
- Lesson 18:** Step 2 – Problem Description
- Lesson 19:** Step 3 – Getting Information to Set a Goal
- Lesson 20:** Step 4 – Choices & Consequences
- Lesson 21:** Step 5 – Choose, Plan, Do
Step 6 – Evaluate
- Lesson 22: Post-Assessments**
Self Evaluation: What Do I Need? & How I Think Questionnaire