

This was a 3 day programme, delivered by staff from Skills Development Scotland to current S4 and S5 students at North Berwick High.

The aims were to:

- **Develop employability skills**
- **Increase awareness of Career Management Skills**
- **Raise awareness of creating the right first impression**

The class accessed a range of resources and activities delivered by Careers Advisers, a Work Coach and a Personal Assistant.

Each day was reviewed and the students all received individual profiles and the collated class responses across the 3 days are illustrated below. The talk and most, but not all, the resources can be viewed [here](#) or www.tinyurl.com/yxju24su

My thanks to Emma Scott, Wendy Malcolm and Chris Trotter from SDS for their input and to Craig Burgess, PT Guidance at North Berwick High for organising and supporting our input.

Student Feedback Day 1

Name 3 things have you learned today

- where the stamp goes how to introduce myself how to write an envelope
- write letter, draw and being positive
- how to write on an envelope, guidelines, size of lettering
- how to nearly write a postcard
- writing neatly, being honest and socialising
- be confident and to be patient and to have fun.
- i have learned how to write a letter properly
- how to fill out an envelope, also about sam kinghorn
- making a cv improving my skills
- be confident and to be patient and to have fun.

How will you improve on these?

- be putting in practise
- practice
- remember how to do it.
- keep doing them
- by learning
- to try and focus
- better handwriting
- practise and work hard
- by working hard
- to try and focus

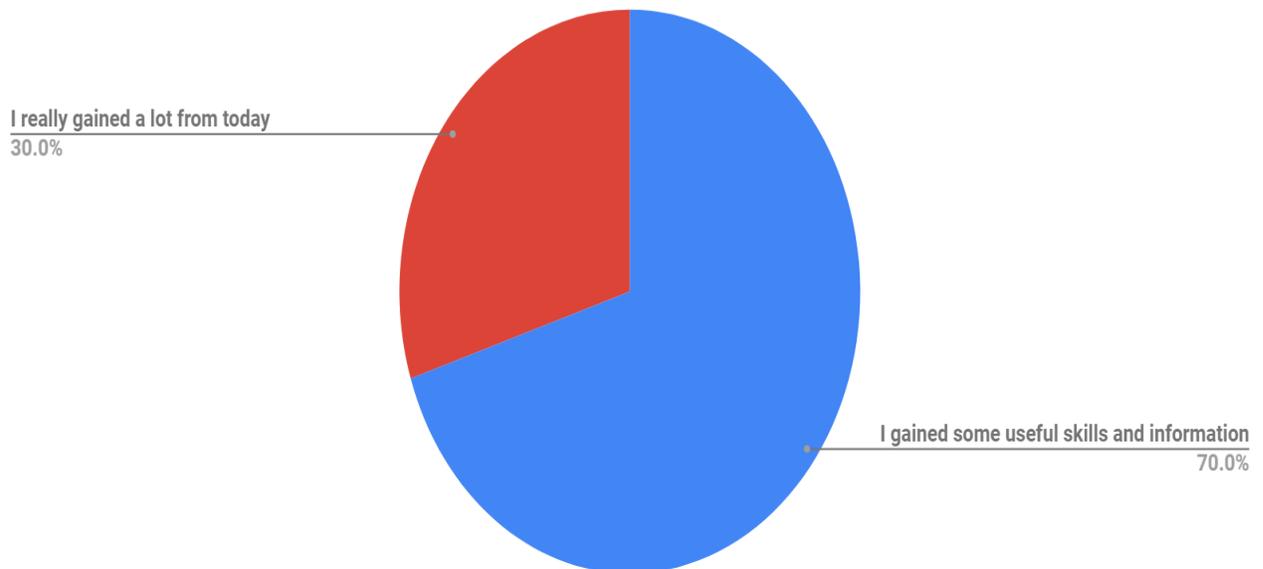
Rate this talk – options

- I really gained a lot from today
- I gained some useful skills and information
- I found it difficult but glad I attended
- I did not get anything from today

Rate this talk - Day 1

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How would you rate the talks today?



Student Feedback Day 2

Name 3 things have you learned today

- Handshakes are important, everything after the handshake is secondary impressions and how to use teleprompter
- to talk about myself to learn to greet people
- i have learned about other people's interests
- i have learnt how to shake hands, how to talk to strangers and i have learnt more about how to write about myself.
- asking questions, to shake hands, write personal profile
- to shake peoples hands, wright about myself and to ask questions
- Learned that hand shaking is important, all the words after that are second rate, and learned about talking about myself with confidence.
- i have learned to talk about job interviews
- how a handshake is important and how first impressions are important as well as micks advice

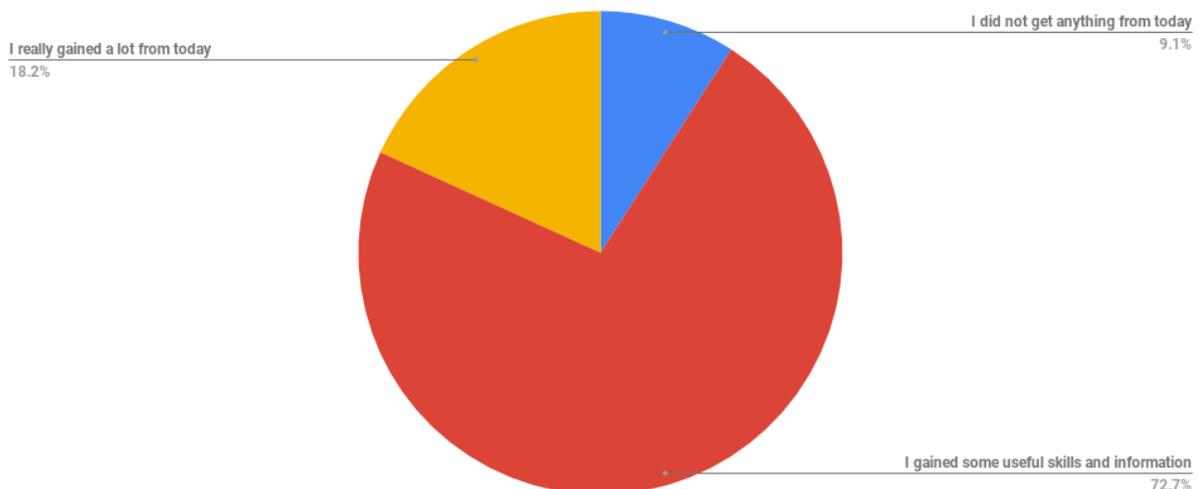
How will you improve on these?

- Neater writing for the envelope and expand on myself when introducing myself
- Practise
- A more firm handshake
- be more confident
- By Listening to the Main Man Mick Burns
- to ask more questions
- keep doing them
- Keep working on it
- not sure
- Practising

Rate this talk - Day 2

- I really gained a lot from today
- I gained some useful skills and information
- I found it difficult but glad I attended
- I did not get anything from today

How would you rate the talks today?



Student Feedback on the 3 Day Programme

Which parts of the programme did you like best

How to shake hands, speak clearly and look at the person

How to shake hands, speak clearly and look at the person

How to shake hands, speak clearly and look at the person

How to shake hands, speak clearly and look at the person

Learning to write clearly

Learning to write clearly

Learning to write clearly

Sammi Kinghorn

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Trying out interview questions

Trying out interview questions

Would you rather questions

Would you rather questions

How will this course help you in the future?

More confidence for a job

I want to be chef

Making the right first impression

it can help me in interviews

I think I could use some of the skills to help me in a interview

To help in an interview environment

It has taught me how to create the right first impression for my future interviewers.

how to act better in interviews

when i get a job

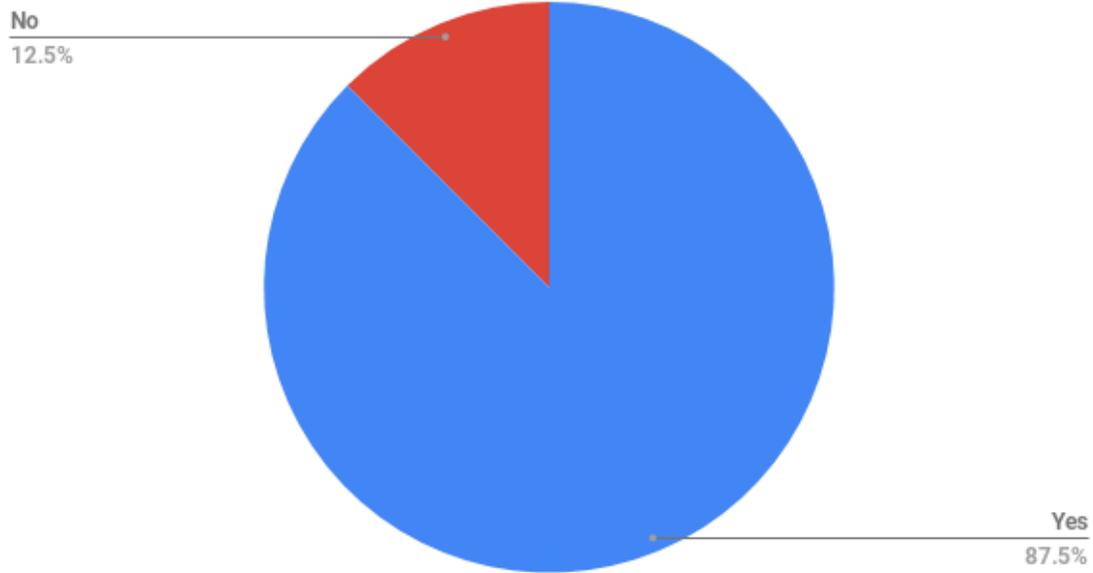
I will have the skills I need

Learned interview skills

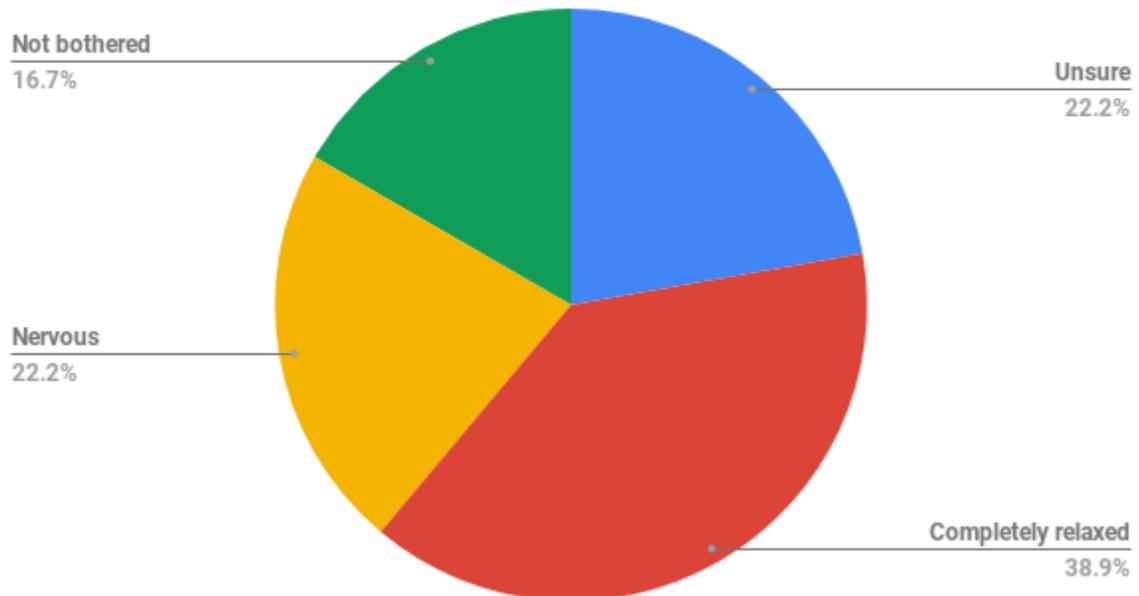
With skills later in life

Help me get a job

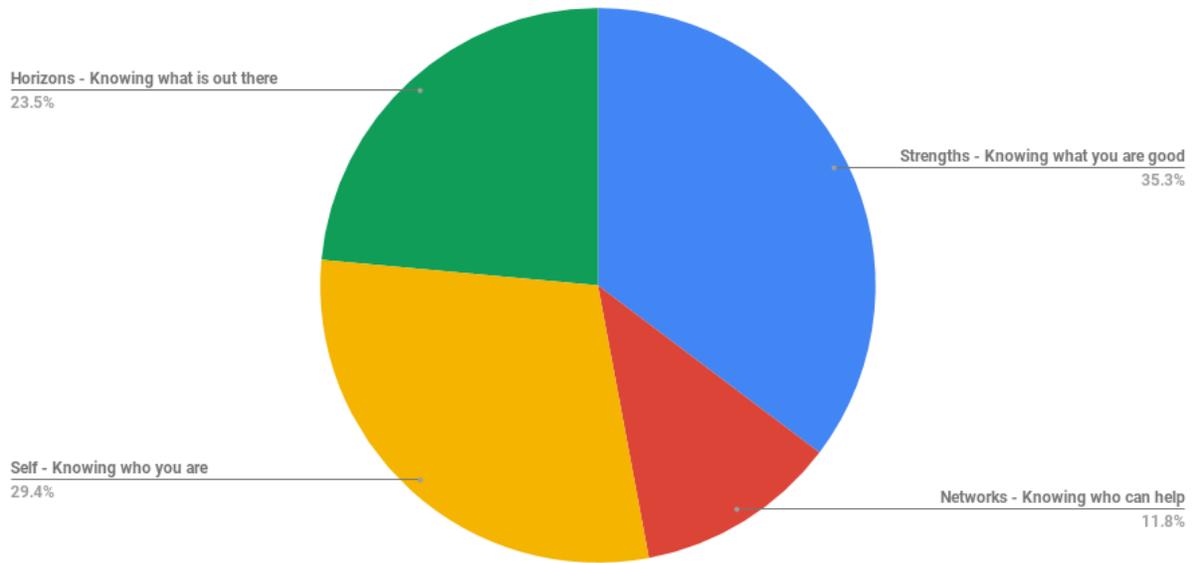
Would you recommend this course to students next year?



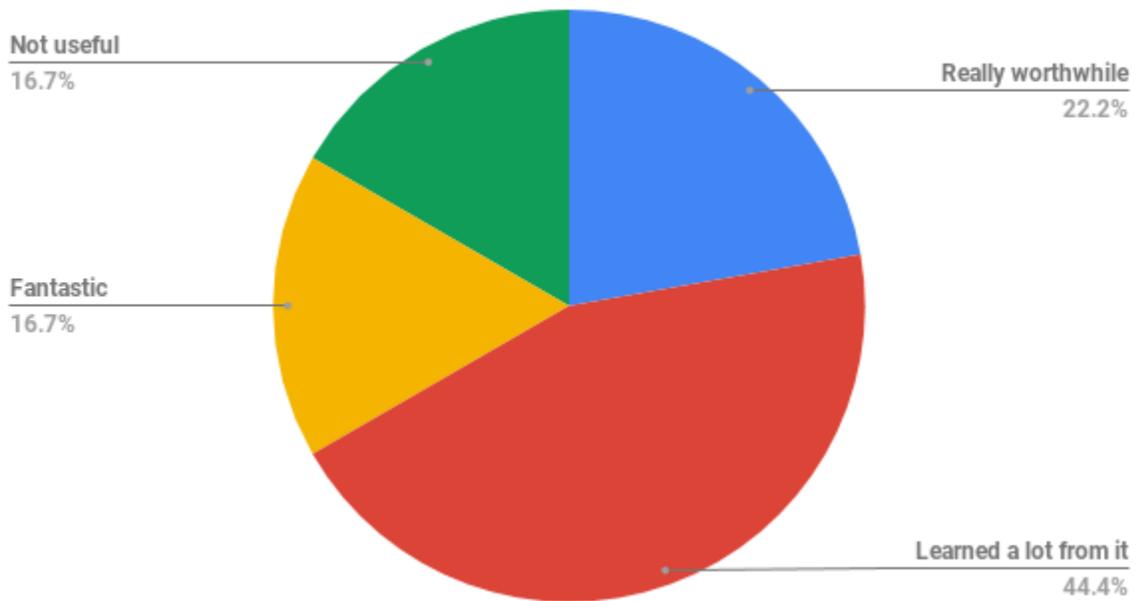
How would you feel about going for interviews now?



Which of these skills did you develop most on the course?



How would you rate this course?



What advice would you give next year's students?

To stick in

just give it a go

Listen

try make it more fun for the students

Not sure

Not sure

Relax and just go with it, even if you dislike the things you are instructed to do, Just relax and get it over with.

maintain positive attitude

just go it is useful

To have fun

Be more open minded before you say no

Try your hardest

Do your best

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10 May 2019