

Workplace preparation printable teaching panels

To access detailed information on how to use this resource, either alone or in combination with other free vocational preparation materials, please [follow this link to my website](#).




Joel Shaul, LCSW

Staying positive and
practical as you prepare
for the workplace.

Joel Shaul, LCSW



Avoid negative thoughts about work.



Going to work is too big a change for me. I won't be able to manage.

Working will take away from things I need to do at home.

Work is okay for other people. Not for someone like me.

Things didn't work out in that other job. Better not try again.

Build positive thoughts about work.

I have managed hard changes before. I will handle this.


After work, there's still lots of time left for things I need to do at home.

Lots of people with issues like me are successful at jobs.

People often fail at one job before doing better at a second one.



Don't be rigid about work.



There are some kinds of work I'll try – but never this!

The way they are doing the work here – it's just not right!

This work schedule is too big a change – I won't do it.

These job duties are not exactly what they told me!

Be as flexible as you can about work.


Almost no one gets to pick their favorite kind of work at first.

I'm just a new employee – I can't tell people what to do.

Schedule changes are awful for me – but I have done it before.

In all jobs, the work duties can change. Often, we just deal with it.

Don't just focus on what *you* want out of a job.



I want money.

I want to do work that is enjoyable to me.

I don't want to get very tired or annoyed.

I want to be cared for at work like at home and school.

Learn what the *employer* may need from you.

I deserve money, but I need to help keep the business running.

The employer must mainly focus on what customers need, not what I need.

In all work, some duties can feel tiring and annoying.

My employer needs to be fair, but they're not like a teacher or parent.



Don't be unprepared when you're looking for work.



*DOING IT
WITHOUT
ENTHUSIASM.*

*ONLY
APPLYING FOR
2 OR 3 JOBS.*

*NO JOB
INTERVIEW
PREPARATION.*

*NOT GETTING
ADVICE FROM
FAMILY OR
TEACHERS.*

Prepare carefully for your job interview and job duties.

*GETTING
MOTIVATED.*

*APPLYING FOR
LOTS OF JOBS.*

*PRACTICING
JOB
INTERVIEWS
AHEAD OF TIME.*

*GETTING ADVICE
FROM ADULTS
AND FRIENDS
YOU TRUST.*

Don't be sloppy at work.



*DIRTY OR
UNCOMBED
HAIR.*

*DRESSED
SLOPPY, OR
ODD.*

*NO DAILY
BATH OR
SHOWER.*

*NO
DEODORANT.*

Be clean, well groomed and dressed right for work.

*CLEAN,
COMBED
HAIR.*

*CLOTHES
CLEAN AND
NICE.*

*SHOWER
EVERY
DAY.*

*DEODORANT
EVERY
DAY.*