



Name: \_\_\_\_\_

## February Checklist – Juniors

### Soft Skill Topics: Discipline and Character; Productivity and Academic Performance

- \_\_\_\_\_ Hours Documentation Form (Non-paid Employees) OR
- \_\_\_\_\_ Hours & Wage Report (PAID Employees)
- \_\_\_\_\_ Soft Skill Activities from “It’s For Real” website (see posted directions for login)
- Series I #5 “Did I Talk That Long?”
  - Series I #7 “It’s for a Good Cause!”
  - Series II #13 “I Need to Leave Early”
- \_\_\_\_\_ Soft Skills Evaluation #3 (it is the *first* if you joined WBL 2<sup>nd</sup> semester)
- You must print from website & give to your employer
- \_\_\_\_\_ Reference List Assignment (**Submit via Google Classroom**)
- This is only for students that are new to WBL 2<sup>nd</sup> Semester

**Assignments Due: March 15**