

## Jump Start Micro-Enterprise Credential: Self-Assessment Presentation Implementation Guide

(Updated: July 2016)

We have provided an extensive series of resources and student exercises that we hope helps students develop and then make an effective presentation to their business mentor.

The table below provides grouping and sequencing recommendations for using these resources and student exercises.

All implementation notes are suggestions only and may be altered according to the needs of the students and teachers. Anticipated times are based only on the implementation notes provided and may vary.

Resource	Purpose	Implementation Notes	Anticipated Time
05-02 Self-Assessment Presentation Guidelines	Provides guidelines for effectively communicating results from self-assessment.	Students will reflect and use form to outline their talking points for the presentation. Teacher should scaffold sections 1-4 to ensure adequate reflection and completion.	60 minutes (15 minutes per section)
05-04 Mentor Role Description ( <i>includes Student Presentation Checklist</i> )	Provides guidelines for the mentor to assess student reflection and critical learning from self-assessment.	Students can review guidelines to understand how they will be assessed by mentor.	10 minutes
05-05 Self-Assessment Presentation Essay Form	Provides students with a guided form that will enable them to answer questions based on their self-assessment results.	Students will use the Presentation Guideline form previously filled out and develop their talking points into an essay using this graphic organizer or a teacher made graphic organizer (ex. PowerPoint Template).	90 minutes
05-07 Student Guidelines for Interaction with Mentors	Provides students with three suggestions for interacting with mentor.	Teacher will discuss and model 3 points that students will need to address when interacting with their mentor.	15 minutes
05-08 Mentor Student Prep Sheet	Provides students with a guided form that steps out researching mentors and developing engaging questions.	Student will utilize the guided form to research and develop questions for engaging with their mentor.	40 minutes
05-10 Writing Thank You Notes	Provides situational information, benefits of writing thank you notes and how to write thank you notes.	Teacher will discuss and model how to write a thank you note.	25 minutes
05-11 Writing Thank You Notes Student Exercise	Provides students with a sample thank you note and lists 3 scenarios for individual responses.	Students will analyze a sample thank you note and then write thank you notes that respond to 3 different scenarios.	60 minutes



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The table below provides teacher resources.

Teacher Resources
05-03 Guidelines for Selecting Mentors Teacher Guide
05-06 Self-Assessment Presentation Essay Form Teacher Guide
05-09 Mentor Presentation Outline
05-12 Writing Thank You Notes Student Exercise Teacher Guide