

## Portfolio Workbook Younger Youth (YY)

☆ YDI PBL YY (Self-guided): Week 5 - Act & Celebrate (Session 12 - Session 15)

**NOTE: This is a “live” document. As you fill it in, the formatting will shift. Make adjustments to meet your needs.**

**Session 12**  
Project

**Theme of the Session:** Finalizing Your

**Portfolio Step 1:** SMART Goals Review

Revisit your SMART Goals for the project.

Goal	1 Didn't achieve this element	2 Came close	3 Hit this goal out of the park!

**Portfolio Step 2:** Presenting Your Work

Get ready to present about your project. Consider who is receiving the message and what kind of experience you want them to have.

Here are some [suggestions](#) for presenting your work!

- ★ Choose the presentation you think will best describe what you and your team have accomplished and in your Workbook, describe why.

**Portfolio Step 3: Personal Journey Reflection**

Now that you have completed your project, it's time to reflect on your personal journey.

Self Reflection <sup>1</sup>	
Project:	
Focus	
Steps	
<b>About Yourself :</b>	
What is the most important thing you learned from this project?	
What do you wish you had spent more time on or done differently?	
What part of the project did you do your best work on?	
<b>About the Project:</b>	
What was the most enjoyable part of the project?	
What was the least enjoyable part of the project?	
How could this project be improved?	

<sup>1</sup> Adapted from: [https://my.pblworks.org/resource/document/self\\_reflection\\_on\\_project\\_work](https://my.pblworks.org/resource/document/self_reflection_on_project_work)

 **Portfolio Step 1: Network Action Plan**

First, you will explore more strategies to learn how to build your networking muscle. To start, watch the video [How to Network Like a Pro](#). As you watch, consider who you want to meet in your industry and why? How might this person expand your connections or support your career growth? If you connect with them digitally, what might be some action Portfolio Steps to follow-up? Identify three conversation starters, one question, and follow-up strategy, to support your networking success!

<u>Conversation starters</u> ★ ★ ★
<u>Question</u> ★
<u>Follow-up strategy</u>

 **Portfolio Step 2: Network Like a Pro (LinkedIn Connections)**

List of 5 people you connected to ★ ★ ★ ★ ★
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Next, revisit your LinkedIn page and see if there is anything you want to revise. Consider your 'About' statement. Does this reflect your current interests and career goals? Make sure to update your experience as well as your skills. Once your profile fully demonstrates your expertise and experience, research groups in your industry and join those that interest you. Then, connect with 5 people by browsing through the "People you may know" section of your My Network page, or simply enter the person's name into the search bar on the LinkedIn homepage. Be sure to send a personalized message along with your invite. You can utilize some of the tools below or what you learned in the Hats and Ladders 2 course to support this work.

1. [Want People to Accept Your LinkedIn Request? Use these 10 Templates](#)
2. [LinkedIn Networking: How to Cultivate Meaningful Connections Online](#)
3. [How to Maximize Your LinkedIn Endorsements](#)


 **Portfolio Step 3: Thank You Email**

Finally, consider one person who has helped you along your leadership and career journey and write them a thank you note. A big part of maintaining professional relationships includes showing appreciation or gratitude when someone supports you.

Maya Angelou said, “I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.” Let's make someone feel great today! You can use an email, an [e-card](#), or design a personalized note. While you're doing this, check out [this resource](#) to help craft your letter.

For your last step, identify one person you worked with this summer who can a.) provide a reference letter for a future job opportunity and/ or b.) endorse your skills on LinkedIn. When you're ready, craft an email to this individual.

**Be sure to share your work with your host site!**

 **Session 14**  
Picture

**Theme of the Session:** The Bigger

 **Portfolio Step 1: Voter Registration & the Census Challenge**

First, you will consider your community and focus on two very important things: voting and completing the census.

To understand why voting is so important right now, check out [this story about LeBron James and other stars who have formed a Voting Rights group](#) to help get out the vote in November 2020. Now, make sure everyone in your household (including you if you're old enough) are registered to vote in your home state. You can use the website "[Am I Registered to Vote](#)" to help register people.

When you're done with that, confirm that members of your home as well as your extended family and friends completed the U.S. Census. To understand what the U.S. Census is all about, check out [this video from Rep. Alexandria Ocasio-Cortez \(NY-14\) and Lin Manuel-Mindra](#) (creator of Hamilton: the Musical)

 **Portfolio Step 2:**

Next, it's time to seriously talk about money. Watch one of these films about money to get yourself up to speed on how money moves in our country and why you need to invest in yourself. Capture your thoughts from whichever film you choose to watch.

- ★ [How the Economic Machine Works](#)
- ★ [Crash Course in Economics 101](#)
- ★ [IOUSA: U.S. National Debt](#)
- ★ [Elon Musk's Basic Economics](#)



□ **Portfolio Step 3: Let's Talk About Money**

Finally, reflect on the ways in which your community's wellness impacts your own wellness.

First, visit the [Center for Disease Control and Prevention \(CDC\) 500 Cities](#) to learn more about the health of your city.

**Then, talk to people in your local community (your family and friends) about the health of the community you all live in.**

★ **What is good?**

★ **What is lacking?**

★ **What else is needed?**

Based on what you learn, you might want to make updates to your final career plan to account for your own holistic well-being.

😊 **Session 15**

**Theme of the Session:** Creating Your Own Happiness!

😊 **Portfolio Step 1: Project Showcase Plan**

**First, revisit your workbook and review the work you've completed during this experience. Identify what you're most proud of and what you would like to showcase to your family, peers, or professional network. You decide what is the most meaningful.**

**While you're doing this, consider your audience.**

What might you show to a friend or family member?

What would you present to a future employer?

Are there any items you would like to spend more time on, or have someone review and provide feedback?

😊 **Portfolio Step 2: Reflect on Lessons Learned**

There are two poems to read: [The Dash](#) and [Autobiography in Five Chapters](#).

★ **Read through The Dash**

Complete the reflection in your Workbook: What Do I Want to Do With My Dash?

★ **Read through The Autobiography**

Complete the Autobiography Reflection: What are some habits you've learned about yourself this summer that you want to change?

What holes do you want to walk around?

What new streets do you want to try?

### 😊 Portfolio Step 3: Telling Your Story (About Me Page)

Finally, make a strong commitment to your future by building an [About.me](#) page or similar web presence. An 'About Me' page is a great digital tool to promote your professional brand and showcase your skills, experience, and interests.

While you're doing this, check out this Portfolio Step-by-Portfolio Step [guide](#) to help shape what you want to include. Consider where you are in your career journey and where you want to go next. Think about past experiences, the skills you've developed, and what you want to share with future employers. Remember, this is your story and your brand - create something unique that connects with your audience and showcases who you are!

Now, take a deep breath and give yourself a pat on the back. You've completed all 15 sessions and completed a lot of work along the way. Now it's time to celebrate yourself, thank those who supported your journey, and commit to achieving your goals!

As you take your next steps, whether that's pursuing your dream career, enrolling in a credentialing program, or finding an internship, remember this quote:

"Change will not come if we wait for some other person or some other time. We are the ones we've been waiting for. We are the change that we seek." — **Barack Obama**

**Be well, be safe, and remember this is your journey - make it YOURS!**