1. LEARNING OUTCOME

Students will become aware of the career-readiness competency Professionalism/Work Ethic and connect this competency and the skills associated with it to the assignment topic.

2. OBJECTIVE

The following exercises are designed to help you identify your professionalism/work ethic skills and put them into practice. As you move through them, reflect on what you believe are your most significant strengths and weaknesses when it comes to professionalism/work ethic.

3. PROFESSIONALISM/WORK ETHIC DEFINED

Although professionalism is not always easy to define or understand, employers desire it in their employees. Increasingly, however, there is a sense that recent graduates and new employees in many industries lack this quality. There are seven traits associated with professionalism. These are:

1. Accountability
2. Consideration
3. Humility
4. Communication
5. Tidiness
6. Kindness
7. Consistency

ASSIGNMENT CHECKLIST

PLEASE READ/COMPLETE THE FOLLOWING SECTIONS:

1. Learning Outcome
2. Objective
3. Professionalism/Work Ethic Defined
4. Exercise 1:
   I. Read Article “Open Doors in your Professional Career with Professional Behavior on the Job”.
   II. Group Discussions:
      A) Your Experience with Two of the Seven Traits
      B) Share Example of One of The Seven Traits You’ve Practiced in College.
4. EXERCISE ONE

I. Read the Following Article on Professionalism

“Open Doors in Your Career with Professional Behavior on the Job”
https://www.careerbuilder.com/advice/professionalism-an-essential-career-skill

II. Group Discussions

A) Your Observations of Professional Traits in Action

In small groups, select any two of the above traits and share an example where you found this trait demonstrated strongly and positively; or, where it was shown to be lacking or deficient.

This could be an example from school, work, from a volunteer situation, or some

B) Which of The Seven Professional Traits Have You Practiced?

Many of the qualities in the list above are important not only for paid work but also for success in school. Which, if any, of these qualities have you had a chance to demonstrate or “practice” while in college? Share an example with your group.