Keys to Student Success

This guidebook provides practical perspectives and commonsense approaches to help students learn to make academic, career, and personal decisions necessary to achieve success.
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• About the National Association of Basketball Coaches •

Located in Kansas City, Missouri, the NABC was founded in 1927 by Forrest “Phog” Allen, the legendary basketball coach at the University of Kansas. Allen, a student of James Naismith, the inventor of basketball, organized coaches into this collective group to serve as Guardians of the Game. The NABC currently has nearly 5,000 members consisting primarily of university and college men’s basketball coaches. All members of the NABC are expected to uphold the core values of being a Guardian of the Game by bringing attention to the positive aspects of the sport of basketball and the role coaches play in the academic and athletic lives of today’s student-athletes. The four core values of being a Guardian of the Game are advocacy, leadership, service and education. Additional information about the NABC, its programs and membership, can be found at www.nabc.org.

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The National Association of Basketball Coaches recognizes that the game of basketball allows for an effective correlation between being successful on the court and achieving success in life. *Stay in to Win* uses the game of basketball as a tool to communicate the importance of staying in school and succeeding by graduating. Using basketball terminology, students incorporate determination and teamwork into their strategies for achieving academic, career, and personal success.

**Successful basketball players can only achieve their individual and team goals if they “stay in to win”**. Successful students achieve their goals by staying in school to graduation. Students who drop out of school are out of the game. (Key to Success: Stay in School and Graduate)

**Individual players don’t win games, teams do and they rely on teamwork and solid game plans to win**. Students who want to succeed in school build “success teams” to help them overcome obstacles and develop “success plans” to guide them as they make important decisions critical to their futures. (Key to Success: Create Success Teams and Success Plans)

**When players make good decisions, points are scored. When those same players make bad decisions, turnovers result and scoring opportunities are missed**. Students accept responsibility for making choices that will bring them success in school and in life using an effective decision-making process. When students make bad decisions and bad choices, they miss out on opportunities that could bring them success. (Key to Success: Learn and Practice the Decision-Making Process)

**Players who reach double-digit figures in three positive statistical categories achieve “triple-doubles”**. Students achieve their own “triple-doubles” in reading, writing and math, by going to school and staying in school. (Key to Success: Improve Academic Performance)

**Successful basketball players commit to practice and hard work to perfect their ball handling, shooting, and defensive skills**. Successful students know that acquiring life skills and completing career-related tasks lead to more opportunity and greater success in work and in life. (Key to Success: Focus on Personal Development)

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**Focus**

*Stay in to Win* can help you achieve your full potential. Complete the exercises in this guidebook and you will gather insight and information about yourself and the world around you. This knowledge will be valuable as you make many of the academic, career, and personal decisions that lie ahead.

This *Stay in to Win* Guidebook is designed to teach you how to make better decisions, decisions that will influence your life. Using practical perspectives and commonsense approaches, you will enhance and gain greater control of your life. The decisions that matter now are the ones you make from this day forward and you owe it to yourself to make decisions that will lead to positive outcomes.

As you address each section in this guidebook, pay particular attention to the *Stay in to Win* Keys to Success and you will be better prepared to make the important choices that will impact your success and the quality of your life. Put a series of good decisions together and, in the future, when someone asks, “What kind of life do you have?” you will be able to answer, “I have a great life.”
Key to Success #1:
Stay in School and Graduate

Education is power and for you to achieve success in life it is essential that you graduate high school. Better yet, continue your education in college. Whether you earn a certificate or a two-year or four-year college degree, you will achieve even greater success. Commit to making good academic and career decisions and develop a plan that will allow you to achieve your academic and career goals.

A report prepared by Editorial Projects in Education, Inc., Cities in Crisis 2009: Closing the Graduation Gap, analyzed school district data from the country’s 50 largest cities and revealed that high school dropouts are less likely to be steadily employed, and earn less income when they are employed, compared with those who graduate from high school. The report went on to say that only 37 percent of high school dropouts nationwide are steadily employed and dropouts are more than twice as likely as graduates to live in poverty. Furthermore, the median income for high school dropouts is $14,000, which is significantly lower than the median income of $24,000 for high school graduates and $48,000 for college graduates.

If you still have thoughts about dropping out of school, ask individuals whom you view as successful how they approached learning in their lives. Then, ask individuals who work at jobs that you find unappealing or unchallenging, how seriously they took their education. If they were poor students, do they wish they had tried harder? If they dropped out, do they wish they had stayed in school? Would they approach education differently if they were given another chance? Then ask yourself how much of a commitment to education and learning you are willing to make.

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Whether you earn a certificate or a 2-year or 4-year college degree, you will achieve even greater success.
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Key to Success #2:

Create Success Teams and Success Plans

Do you play basketball or any team sport? If so, do you think you can win a game all by yourself? If you don’t play a sport have you been in a school play or been a member of the band or chorus? Can you perform every role in the school play or entertain at halftime all alone? There are few, if any times in life when success can be achieved by one person all alone. Teams have coaches to help players improve and the players support each other to win games.

This kind of team success happens not only on the playing field but also in life. For you to succeed in school and in life you need to be part of a team that will provide you with the assistance and support you need to overcome obstacles, academic or personal, that may stand in the way of your reaching your academic and career goals. As soon as you identify potential obstacles, determine if you can overcome them on your own. If not, admit that you need help and take action to get the assistance you need. Once you develop this philosophy of enlisting support from others, you will utilize it throughout your life. Keep in mind that few of us, if any, succeed alone.

In order to fulfill your academic and career goals you will want to create your own Success Team and Success Plan. There are people in your school and your community who care about you and want to help you succeed. Invite individuals to join your team who will be supportive and assist you as you identify and overcome personal or academic issues that stand in your way. Develop these relationships and utilize any and all support services available to you.

Now using the Success Team Inventory (p.6) and the Student Success Planner (p.8), begin to assemble your Success Team and collect information that will help you make important academic and career decisions.

Team success happens not only on the field, but also in life.
• SUCCESS TEAM INVENTORY •

Student ______________________ Primary Success Advisor ______________________

I. DETERMINING EDUCATIONAL AND VOCATIONAL GOALS

Team Members:

___ Complete interest survey
___ Clarify educational and career goals
___ Determine needs for further education

II. ACADEMIC ISSUES

Team Members:

Select areas in which you may need assistance.

___ Academic advisement ___ Study skills
___ Time management ___ Language barrier
___ Reading ___ Test anxiety
___ Course selection ___ Math anxiety
___ Degree requirements ___ Job readiness
___ Class attendance ___ Interview preparation
___ Writing skills ___ Resume preparation
___ Grades ___ Job application
___ Tutoring Other: ______________________

III. EXTRA CURRICULAR ACTIVITIES

Team Members:

Select activities in which you may have an interest.

___ Athletics ___ Volunteer organizations
___ Performing arts ___ Clubs
___ Student government Other: ______________________

IV. OVERCOMING POTENTIAL OBSTACLES

Team Members:

Identify obstacles to achieving your educational or vocational goals.

___ Financial
___ Employment
___ Housing
___ Child Care
___ Relationships
___ Transportation Other: ______________________
V. HEALTH AND WELLNESS

Team Members:
Consider any health and wellness concerns you may want to address.

___ Drug use ___ Alcohol abuse
___ Eating disorders ___ Weight concerns
___ Pregnancy ___ Physical concerns
___ Visual/hearing concerns ___ Lack of exercise
___ Depression

Other: ____________________________

VI. PERSONAL CIRCUMSTANCES

Team Members:
Consider any personal or family concerns that might interfere with your ability to succeed in school.

___ Unemployed family member ___ Lack of family support
___ Parent separation or divorce ___ Family member in jail

Other: ____________________________

Action Steps and Timelines

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
• STUDENT SUCCESS PLANNER •

This planner will help as you collect information about yourself to use in making personal, educational, and career decisions. Update the information each school year as your interests and abilities change.

Personal Traits

Employers seek people who possess a variety of positive personality traits. What experiences have you had that show the following traits are part of your development?

Responsibility:

__________________________________________________________________________

Self-esteem:

__________________________________________________________________________

Sociability:

__________________________________________________________________________

Integrity/Honesty:

__________________________________________________________________________

Cooperation:

__________________________________________________________________________

Values and Goals

What values are important to you in your choice of a career?

__________________________________________________________________________

What are your goals for the future?

__________________________________________________________________________

Interests and Hobbies

Describe the things you enjoy doing in your leisure time.

__________________________________________________________________________

Job Skills

What skills or abilities do you have that might interest an employer?

__________________________________________________________________________

Aptitudes and Learning Styles

Considering your grades and standardized test scores, what are your areas of strength?

__________________________________________________________________________

Have you taken a learning style assessment? If so, what is your learning style?

__________________________________________________________________________
• STUDENT SUCCESS PLANNER •

Accomplishments
List a few accomplishments, projects, or activities that you are proud of.

__________________________________________________________________________

__________________________________________________________________________

Plans after High School
___ Work
___ Two-year college
___ Four-year college
___ Trade/vocational school
___ Military: Branch?
___ Job training/apprenticeship
Other: ____________________________

Career Exploration
I have learned about the following careers this year: ____________________________

__________________________________________________________________________

Using knowledge about myself, these careers are (or are not) suitable for me because:

__________________________________________________________________________

Results of Career Assessment

<table>
<thead>
<tr>
<th>Name of Assessment</th>
<th>Date</th>
<th>Results</th>
</tr>
</thead>
<tbody>
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</table>

Developmental Activities and Tasks
___ added members to Success Team
___ talked to parents/adults about career plan
___ participated in school activities
___ volunteered in community activities
___ researched career information
___ held leadership positions
___ requested recommendation letters
___ held a part-time or summer job
___ listened to speakers (college reps, etc.)
___ took an interest inventory
___ interviewed, observed, shadowed worker
___ took a career-related field trip
___ participated in a practice interview
___ took part in a career day/college fair
• STUDENT SUCCESS PLANNER •

**Work Experience** *(Include Volunteer and Part-time Work)*

<table>
<thead>
<tr>
<th>Employer</th>
<th>Dates</th>
<th>Type of Work</th>
<th>Skills</th>
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**Important Documentation**

- ___ Transcript of grades
- ___ Employment credentials: skill competencies or certificates
- ___ Completed resume
- ___ Copies of completed job and/or college applications
- ___ Special achievement awards
- ___ List of references

**Standardized test scores:**

- HSPA __________
- PSAT/NMSQT __________
- ACT _______ SAT _______
- ASVAB __________
- Competency exam __________
- Other: __________
Key to Success #3:
Learn & Practice the Decision-Making Process

Have you ever thought about how you make a decision? Do you choose the first thing that comes to mind? Do you let others make the decision? Do you avoid making the decision as long as possible? Most people have never been taught how to make a decision but it is important that you learn how because decision-making impacts all areas of your life. Learn the process and then put it into practice.

• 7 Big Ticket Decisions •
There are seven areas in which your decisions will have a big impact on how satisfied you are with your life.

1. Education
Identify the type of education you need (formal, informal) and how to access it.

2. Field of Study
Determine your interests and then research different career fields.

3. Career
Examine what is important to you in a career (money, making a difference, prestige, etc.) then find a career that will satisfy you.

4. Environment
Your living and working environment impact your happiness.

5. Relationships
Choose healthy, positive relationships.

6. Leisure Activities
Make good use of time away from work and school.

7. Health and Wellness
Find balance in mental and physical health.

•Decision-Making is a Process•
High school is a time when many students realize that decision-making is their responsibility. This can become overwhelming given the number and importance of the decisions to be made. With the outcomes directly impacting the rest of your life, it is important that you learn how to make decisions and to make the right ones.

Decision-making is a process that takes time and practice to perfect!

Decision-making impacts all areas of your life.
The role that decision-making plays might be easier to understand if you look at the areas of your life that have the greatest impact on its quality. Throughout your life, you will make decisions in seven “big-ticket” areas and the choices that you make along the way will define your life and the direction it will take.

First, what are the six-steps in decision making? Define the decision to be made. Evaluate your needs and wants. Compile a list of realistic alternatives. Investigate each alternative. Determine the best alternative. Establish a plan and implement it. Decide. Accept responsibility for the decisions you make. Commit to deliberate and thoughtful decision-making. Learn, practice and apply the six-step process.

Become an effective decision-maker, gain greater control of your life, and find more satisfaction in the choices you make. You will be better prepared to make the following big-ticket decisions, you will have greater confidence in the decisions you make, and you will realize greater academic, career and personal success in your life.

1. Education

Students who understand the importance of education and the role it can play in their lives are much more likely to be successful in school. Giving some thought to what you might want to do when you are an adult is a great way to begin. What careers or occupations might interest you? What are you good at? How will you define success when you are an adult? By how much money you make? How happy you are? How much status, power, or prestige you have? How your work helps others or the environment or the world?

Look into your options and what education they will require. Will you need more than a high school education? Vocational training? Some college? A college degree? Whether or not you know exactly what you want to do, what is important is to understand that without education, you limit your future. Education opens doors and gives you options. Lack of education limits those options. Through school, you acquire knowledge and skills that you will use in the world of work and in life. Always set your future in your sights. Set goals and once you have reached them, set new ones. Keep moving forward.

2. Field of Study

Why choose courses or a field of study? Why not just leave your options completely open? As we mature and experience life, we learn more about ourselves. We can identify our strengths and our weaknesses. We learn what interests us and, just as importantly, what does not. That self-knowledge is critical information when it comes to choosing an occupation or a career.

Occupational clusters will also help you with your career exploration and your research will clarify, among other things, what level of education you will need. Then, as you move through school, you will want to choose courses and a major that will prepare you for occupations in which you will most likely be successful and satisfied. Remember, too, that education is necessary not only to get a job but to keep a job and to get a better job. If we are to keep up with rapid advances in technology and new developments in today’s workplace, we need to accept personal responsibility for lifelong learning.
3. Career Choice

Begin the process of identifying possible careers by gathering information. The first kind of information you will need is obtained through self-assessment. Insight you gain about your own wants and needs will help you to narrow down career alternatives and work environments to those that are in line with your interests, skills and values. Interest inventories are valuable career exploration tools that may be helpful in this process. These inventories are based on personality theories that say that people who share similar likes and dislikes usually enjoy performing similar types of work in similar environments. Ask your counselor what self-appraisal resources (e.g. interest surveys like the Self Directed Search or the Strong Interest Survey) are available through your school or on the internet.

Next, you will gather information about careers that are compatible with your self-assessment data. Although there are thousands of occupations, the results of your interest inventories will identify careers that could be right for you. Then, utilizing occupational clusters which group similar careers together, you can focus your research on those that people with your personal traits are most likely to choose. These clusters allow you to be more efficient because you will focus on multiple, similar careers that most closely match your personality.

It is important that you do sufficient research and identify as many possible careers as you can. Unfortunately, people often limit their research to the few careers they know about and ignore the many other possibilities. At some point you will want to consider additional issues, such as career lifestyles and labor market demand for these careers, but for now, research occupations for which your self-assessment data indicate you would be best suited.

4. Living and Work Environments

How we feel about where we live and work can have a significant influence on how satisfied we are with our lives. Your living environment includes what part of the country you live in, your community and neighborhood, your apartment or house and whether you live in the city or in the country. How do you feel about where you live? Are there things about it that you wish you could change?

Our work environments - whether we have part-time jobs or career positions - will also impact our satisfaction with our lives. What is important to you in a work environment? Do you prefer working indoors or outdoors? Would you rather move around during the day or be stationary? Which is more appealing, a small, medium, or large company? Are you more comfortable in a casual atmosphere or one that is more professional? Is working in a cubicle to your liking or would you want your own office? Every job has a corresponding environment and your objective is to find a job you like in a place you want to spend your time. People who fail to consider the work environment will likely be unsatisfied even if they are working in occupations they enjoy.

5. Relationships

Unless you live alone on an island, you interact and develop relationships with other people on a daily basis. The quality of these relationships plays an important role in determining how satisfied you are with your life. When you are unhappy or unsatisfied with your life, you may overlook the part that relationships can play in that discontent. These relationships can influence your life in both positive and negative ways. Because of the significant roles that others play in your life, it is important that you approach decisions about relationships in the same manner that you do other big-ticket decisions.
6. Leisure Activities

A satisfying life is one in which there is balance. Effective use of our leisure time can add to the balance in our lives. Do you think of school as a boring place? Is your decision not to get involved in school activities the cause of your boredom? Do you allow time for leisure activities in your daily or weekly routine? Do you think about how you want to spend your free time or do you simply let it happen with no structure or routine? Being active in school and community activities is a great way to connect with students who have interests in common with you. Extracurricular activities like chorus, orchestra, special-interest clubs and organizations, theatre, student government, intramural or team sports can not only give you opportunities for success outside of the classroom but also give you the chance to develop skills that will be valuable in the workplace later on. At the very least, group activities may bring personal enjoyment and give you the chance to relax and be yourself.

7. Health and Wellness

Your physical health and wellness, in addition to your intellectual, social, and spiritual well-being, have significant influence on how you feel about your life. Assessing any and all of your health and wellness issues and making the right decisions in these areas will most likely improve your attitude toward the other big-ticket areas of your life.

Are you dissatisfied with how you look or how you feel? Does your self-esteem suffer because of that? Is your attitude or your behavior in other areas of your life affected? Do you smoke, drink alcohol, or abuse medications? Is your weight what it should be? Do you eat healthy foods? Do you exercise?

Take time to evaluate your personal habits, schedule a yearly physical, and address existing conditions. Assess your wellness behaviors and consider adopting a healthier lifestyle. Take control of your personal health and wellness by making thoughtful decisions and well-informed choices.

Summary of Your Thoughts

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________
Utilize a decision-making chart to organize the information you gather and to evaluate the alternatives identified through your research. First, you list the ten interests, needs, and wants that are most important to you in making the decision at hand. Then, use this as a sort of personal filter system to rank the alternatives. The alternative that meets the most of your ten criteria is the choice that is the most “right” for you. Two charts follow to help you visualize this part of the decision-making process.

**SAMPLE JOB DECISION CHART**

<table>
<thead>
<tr>
<th>Needs/Wants</th>
<th>Choice A</th>
<th>Choice B</th>
<th>Choice C</th>
<th>Choice D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Work environment</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Pleasant people</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Work activities</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Challenges/Problems</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Weekend hours</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Psychological rewards</td>
<td></td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Job security</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Close to home</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Flexible schedule</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

60%  50%  90%  70%

**SAMPLE COLLEGE DECISION CHART**

<table>
<thead>
<tr>
<th>Needs/Wants</th>
<th>Choice A</th>
<th>Choice B</th>
<th>Choice C</th>
<th>Choice D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Location/Environment</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Quality of academics</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Cost ($5,000-$15,000)</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Financial aid (Scholarships)</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Size (7,500-12,000)</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Class size (&lt;35)</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Co-op/Internships</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Facilities</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Recreation/Clubs</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

90%  50%  70%  60%
### Decision-Making Chart

**Decision**

<table>
<thead>
<tr>
<th>Most Important Criteria</th>
<th>Alternatives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needs/Wants</td>
<td>Choice A</td>
</tr>
<tr>
<td></td>
<td>Choice B</td>
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<tr>
<td></td>
<td>Choice C</td>
</tr>
<tr>
<td></td>
<td>Choice D</td>
</tr>
</tbody>
</table>

1.  
2.  
3.  
4.  
5.  
6.  
7.  
8.  
9.  
10.  

___\%  ___\%  ___\%  ___\%

**Best alternative:**

**Second best:**

**Third best:**

**Fourth best:**
Key to Success #4: Improve Academic Performance

Consider carefully decisions you need to make that will impact how successful you will be as a student. Successful students make choices that reflect their commitment to education and decisions that will bring positive results. Here are three decisions that any student can make to set the stage for success.

Go!
The first choice is the simplest one, but it is often the reason students fail in school. Make this your most important decision, as simple as it may sound. Go to school and go to class. You can’t be successful if you don’t show up! Being present physically is not enough though; you need to be present mentally. You need to pay attention and participate if you are going to learn. If your mind is not focused on what is being discussed in class, you are not learning. Be attentive. Learn something new in every class every day.

Get Help as Soon as You Need It
If you do not understand material presented in a course, speak with your teacher. If that is not enough, look into academic support services at your school and in your community. Ask about tutoring. Do not wait until after the first exam to admit that you need help. That may be too late. Acknowledge obstacles to your academic success and become a more successful learner.

Finish What You Start
Students who achieve academic success finish what they start. They finish their assignments. Finish their courses. Finish their terms. Finish their degrees. Fail, quit, or walk away and goals go unmet. Bad decisions lead to bad choices. Bad choices lead to bad outcomes.

Do you need more motivation to stay and succeed in school? Try this. Ask individuals who you think are successful to tell you how they approached learning in their lives. Then, ask people who work at jobs that you think are unappealing or unchallenging, about their attitudes toward education. What decisions led each group to their present circumstances? Which individuals took education seriously? Which people would change the decisions they made about school if they could? Consider their responses and ask yourself which group you want to join. Make better decisions, make better choices.

Commit your time and energy.
**Key to Success #5:**

**Focus on Personal Development**

Your personal development is a significant component of the overall career development process that you will move through during your middle school and high school years.

It is important that you commit your time and energy to completing a number of recommended developmental activities each year. Following is a checklist that you and your school counselor can use as a guide to help keep track of the tasks you need to address each year.

Be sure to complete and check off as many of the developmental experiences as possible. By doing so you will acquire valuable information about yourself and the world of work that you will need and want to have before finalizing your academic and career choices.

By keeping a record of your progress you will also be able to set goals at the start of each school year based on which activities you may have not addressed in prior years.

You may find it satisfying to see the progress you are making toward gathering the information that you will need to make your academic and career choices. You will be gaining career maturity.

Students who achieve academic success finish what they start!
• Personal Developmental Checklist •

Student ____________________ School Counselor ____________________

Check off each task once it is completed. Please know that not all tasks pertain to all grade levels. However, since the tasks are developmental you may discover that you will want to repeat tasks in multiple years. The important thing is that you address each task as it becomes appropriate for your grade level. Your school counselor will be helpful in guiding you throughout this process.

Grades 6 - 12

Developed personal Success Team 6 7 8 9 10 11 12
Took an interest inventory 6 7 8 9 10 11 12
Explored resources in career center 6 7 8 9 10 11 12
Used Internet to explore careers 6 7 8 9 10 11 12
Identified appropriate career cluster 6 7 8 9 10 11 12
Talked to adults about career plans 6 7 8 9 10 11 12
Mentored another student 6 7 8 9 10 11 12
Participated in school activities 6 7 8 9 10 11 12
Volunteered in community activities 6 7 8 9 10 11 12
Held leadership positions 6 7 8 9 10 11 12
Took a career-related field trip 6 7 8 9 10 11 12
Attended employer presentations 6 7 8 9 10 11 12
Took part in a career day 6 7 8 9 10 11 12
Listened to career speakers 6 7 8 9 10 11 12
Talked to college representatives 6 7 8 9 10 11 12
Spoke with employee in field of interest 6 7 8 9 10 11 12
Observed or shadowed an employee 6 7 8 9 10 11 12
Filled out a sample job application 6 7 8 9 10 11 12
Completed a real job application 6 7 8 9 10 11 12
Learned about and completed resume 6 7 8 9 10 11 12
Requested recommendation letters 6 7 8 9 10 11 12
Participated in a practice interview 6 7 8 9 10 11 12
Interviewed for a real job 6 7 8 9 10 11 12
Held part-time or summer job 6 7 8 9 10 11 12
• Personal Developmental Checklist •

Summary of Your Thoughts

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Action Steps and Timelines

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Self-Reflection, Mentoring, and Group Discussion Questions

The following questions are to help you reflect on your feelings regarding the Stay in to Win Keys to Success and to prompt discussions in mentoring and group settings. It is strongly recommended that you keep a journal of your answers so you can reflect on and explore your thoughts as time goes on. Update your journal responses as your needs, wants, interests, values, and abilities change. Self-reflection is useful in understanding how you feel about significant areas of your life and what impact those feelings might have on decisions you will make in the future.

Key to Success #1: Stay in School and Graduate

1. Did you ever think about not finishing high school? If so, what kept you from dropping out? Have you spoken with anyone about the consequences of such a decision?
2. Do you attend school regularly? If not, why not?

Key to Success #2: Create Success Team and Success Plan

1. What information have you completed in your personal Success Plan? What sections do you need to complete?
2. What educational or career goals have you established?
3. Are you planning to continue your education at a college or a technical school after you graduate from high school? If you are, do you know where you will go or what you will study?
4. What career tests, interest inventories, or skills assessments have you used to help you set your career goals? What occupations or careers have you identified that you might enjoy and be good at?
5. Who can help you make career decisions? Who might be a good resource as you make educational decisions? What obstacles are there that could get in the way of reaching your educational or vocational goals? Who could help you overcome those obstacles? These are the people you want on your Success Team!

Key to Success #3: Learn and Practice the Decision-Making Process

1. Have you used the six-step decision-making process to make any big decisions this year? Did the process work for you? Did you take shortcuts? Skip steps? Did you take action to implement the decision? If not, why not?
2. What “good” decisions have you made in the last year? Did you make any “bad” decisions? What made the difference between good and bad decisions? What could you have done differently?
3. Do you make your own decisions? Do you rely on others to make decisions for you? Who influences you when you are making decisions? Why might letting others make decisions for you have negative consequences?
4. Which big-ticket decisions - education, field of study, career, working and living environments, relationships, health and wellness, leisure time - are most important to you now? Why?
5. How would you describe your life over this past year – good or bad, satisfying or unsatisfying, happy or unhappy? Identify three big-ticket areas in which you have made decisions this year. Were the outcomes of those decisions favorable or unfavorable? What would you do differently to change the unfavorable ones?
Key to Success #4: Improve Academic Performance

1. Are you willing to approach your teachers or other adults with questions or concerns? If so, give a few examples of individuals you approached recently. If you are not one to do this kind of thing, do you wish you were? What is holding you back? Who could help you with this?

2. How would you describe your study skills? Could they be better? How? Have you ever used a tutor? Was it a good experience? If you chose not to use one, even when you were struggling, why didn’t you? Could you use extra help in one or more subjects?

3. Are you able to keep up with class assignments? Do you turn them in on time? Are they complete? If so, is the problem that you do not understand the material or the assignments? Is it hard for you to find the time to do them? How do you manage your time? Who could you go to for help with these kinds of issues?

4. If you have a part-time job, are you able to balance the demands of work and school? Is one suffering? Is school your priority? Who could help you with the stresses of this situation?

Key to Success #5: Focus on Personal Development

1. Do you have any hobbies or interests? What are they?

2. Do you participate in any community activities or organizations? What is your contribution?

3. Are you involved in any clubs or activities at school? Are you an active participant? A leader? Why or why not?

4. Are there organizations that you would like to join or activities you might try in the future?

5. How can being in clubs and organizations benefit you later on in your adult life?
Start Today and Make Sure
You Stay In To Win!

The intention of the *Stay in to Win* Guidebook, was to describe a six-step process for decision-making, to define a big-ticket approach to life decisions, and to provide a framework for student success by which students are able to identify and overcome obstacles to their academic, career, and personal goals. Start today! Welcome this opportunity to look ahead to the important decisions you will make. Prepare for your future. Commit to the six-step process. Practice the skills. Make your choices. Enjoy favorable results. Achieve positive outcomes. Be successful!

**Summary of Your Thoughts**

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**Action Steps and Timelines**

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NATIONAL ASSOCIATION OF BASKETBALL COACHES
STAY IN TO WIN STUDENT PLEDGE

I, ________________________________, make the commitment to accept responsibility and work hard to address the five Stay in to Win Keys to Success.

- Stay in school and graduate
- Create a Success Team and Success Plan
- Learn and practice decision-making skills
- Improve academic performance
- Focus on personal development

Date: ________________________________________________

Student Signature: ____________________________________

School Principal Signature: ____________________________