



**Individualized Training Program
 Agriculture**

Student: _____
 Grade: _____ Cell#: _____
 Email: _____

Teacher: _____
 Teacher Phone#: _____
 Industry Partner: _____

| CLASSROOM | ON-THE-JOB Check when Student has demonstrated competence. |
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| <p>CAREER DEVELOPMENT (10) Career Planning Goal Setting Job Search and Applications Resume and Job Correspondence Job Interviewing and Follow-up Employment Testing</p> | <p>CAREER DEVELOPMENT (10) <input type="checkbox"/> Job Interviewing and Follow-up <input type="checkbox"/> Employment Testing <input type="checkbox"/> New Employee Orientation <input type="checkbox"/> Job Application <input type="checkbox"/> Positive Work Habits <input type="checkbox"/> Professional Image (Dress code)</p> |
| <p>GENERAL EMPLOYABILITY (15) Listening, Speaking and Reading Oral and Written Communication - appropriate for position Math skills - appropriate for position Technology skills - appropriate for position Soft Skills - appropriate for position</p> | <p>GENERAL EMPLOYABILITY (15) <input type="checkbox"/> Listening, Speaking and Reading <input type="checkbox"/> Oral and Written Communication <input type="checkbox"/> Capitalization, Abbreviations and Numbers <input type="checkbox"/> Punctuation <input type="checkbox"/> Spelling, Vocabulary and Grammar <input type="checkbox"/> Whole Number Math and Dollar Amounts <input type="checkbox"/> Decimals and Fractions <input type="checkbox"/> Measurement, Tables and Counting <input type="checkbox"/> Computer Awareness <input type="checkbox"/> Telephone Skills <input type="checkbox"/> Working with People <input type="checkbox"/> Decision Making and Problem Solving <input type="checkbox"/> Economic Concepts <input type="checkbox"/> Personal Goal Setting <input type="checkbox"/> Importance of Customer Service <input type="checkbox"/> Dealing with Irrate People <input type="checkbox"/> Professional Image <input type="checkbox"/> Positive Self Esteem <input type="checkbox"/> Verify Pay Stub</p> |
| <p>AGRICULTURE BUSINESS OPERATIONS (60) Health and Safety Precautions Business Procedures and Operations Habits and Attitudes (Job Getting, Keeping, Leaving Skills) Basic Agriculture Systems</p> | <p>AGRICULTURE BUSINESS OPERATIONS (60) <input type="checkbox"/> Health and Safety Precautions <input type="checkbox"/> Business Procedures and Operations <input type="checkbox"/> Appropriate Work Habits and Attitudes</p> |

SKILLS SPECIFIC TO THE AGRICULTURE BUSINESS

| TEACHER FILL IN | EMPLOYER FILL IN <small>Check when Student has demonstrated competence.</small> |
|------------------------|--|
| | |

OTHER NOTES: