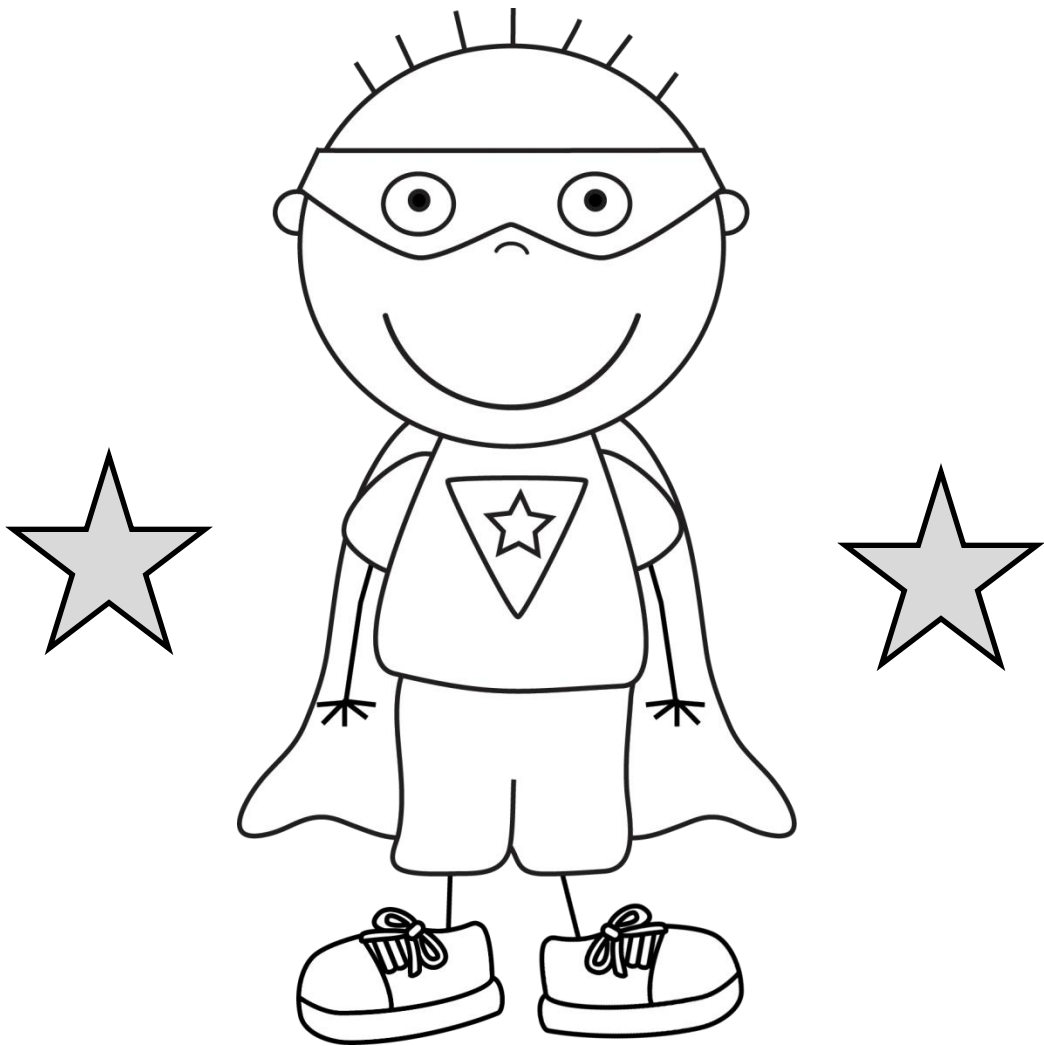
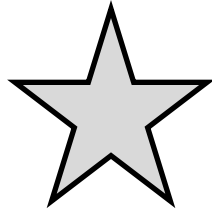


Super Skills Training Manual



Your Top-Secret Guide to
Out-Of-This-World Social Skills

Welcome to the Academy



Congratulations on being accepted to the Super Skills Training Academy! By agreeing to work hard and focus on learning new skills, you will become a world-class Super Skills Super Hero.

Your Name: _____

Age: _____ Grade: _____

Today's Date: _____

Instructor's Name: _____

"I, the undersigned, agree to put forth my best effort while enrolled at the Super Skills Academy."

Signature: _____

Super Skills Information

What are Super Skills?

Super Skills are superhero social skills. Social skills are ways of behaving when you are around other people. Social skills include stuff like eye-contact, personal space, and being a good sport.

What does someone with Super Skills look like?

A person with awesome Super Skills holds the doors for others, has great manners, helps those in need, is respectful to adults, kids, and animals... The list goes on and on!

Why do you need Super Skills?

It's pretty simple: People with stellar Super Skills have many friends and find it easy to interact with others. These people tend to be happier and even more successful. Who wouldn't want that?!

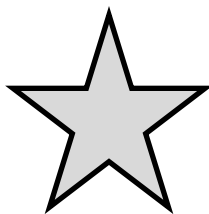


Super Skills Challenge

No one is born with out-of-this-world Super Skills. They are something that everyone (even adults!) need to work on every day.

With the help of your trainer, complete the Super Skills Checklist on the following page. You might even want your parent(s) and/or teacher(s) to complete one about you too. Every skill that is not checked-off is a skill that you need to work on.

Write these “challenge” skills below, so that you know exactly what you need help with. Your next few sessions with your trainer will be focused on helping you polish these skills.



1. _____
2. _____
3. _____
4. _____
5. _____

Super Skills Checklist

- I use eye contact with adults
- I use eye contact with children
- I speak at an appropriate volume
- I have great manners
- I am able to mind my own business
- I respect personal space
- I congratulate others when appropriate
- I keep my hands & feet to myself
- I do not get upset when I do not get my way
- I am respectful to adults, children and animals
- I behave appropriately in the classroom
- I behave appropriately on the playground
- I keep my body, hair and teeth clean
- I show interest in what others are saying
- I am able to stand up for myself
- I am able to negotiate during a conflict
- I do not get upset when I lose
- I know how to join a group
- I take turns during conversation
- I am not bossy
- I notice other people's feelings
- I know how to make friends
- I am honest
- I voice my opinions calmly
- I help others when I can



My Super Skills Hero



My name is

My Super Skills specialty is

My Super Skills Hero



My name is

My Super Skills specialty is



Super Skills Tips For the Classroom



Your behavior in the classroom is noticed by your teachers, your classmates, and anyone that enters your class. The following tips will help you to demonstrate your best Super Skills:

- Keep your desk and belongings neat.
- Be respectful to classroom materials.
- Do not interrupt lessons.
- Use an indoor voice.
- Raise your hand.
- Help others when you can.
- Be respectful of others' ideas.
- Use eye contact when interacting.
- Follow your teacher's instructions.
- Save your silliness for recess.

Remember: Everyone around you notices how you behave. What do you want them to think about you?



Super Skills Tips For the Playground



The playground is one of the most important places to demonstrate amazing Super Skills. After all, this is where friendships are made! Keep the following tips in mind when you are playing games and interacting on the playground:

- Respect the personal space of others.
- Ask politely to join a game.
- Follow the rules of the game.
- Take turns.
- Include everyone.
- Teach peers that are new to the game.
- Stay in control of your body.
- Do not be too competitive.
- Do not be a sore loser.
- Play safe.

Remember: Other children are noticing your behavior when you are on the playground. The behaviors you choose determine whether they will want to play with you or not. Show them those Super Skills!



Super Skills Tips For the Cafeteria



The cafeteria is a great place to talk to peers and make friends. It can be a little tricky, though, to get to know others while also demonstrating great table manners. Use the following tips as a guide:

- Say “hello” to those at your table.
- Be friendly and smile at others.
- Start a conversation.
- Chew with your mouth closed.
- Do not speak with food in your mouth.
- Do not play with your food.
- Do not laugh at what others are eating.
- Use your napkin.
- Get to know others by asking questions.
- Respect personal space.

Remember: Your main mission while in the cafeteria is to eat your lunch, but your secondary mission is to practice your conversation skills and learn more about others.