

## *Workplace Readiness Skills for the Commonwealth*

# Go to the Source

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*Don't go around saying the world owes you a living. The world owes you nothing. It was here first.—Mark Twain*

*“Interview with Business and Industry: What Do Employees Want?” Techniques, May 1992  
I think employees need communication skills, with a capital “C.” If you cannot listen to other people, if you cannot negotiate, if you cannot write, if you cannot speak, you will lose in this world.—Lois Snitkoff, director new business development, Consumer Education Center, Metlife, New York City*

**Student Activity:** Interview two local business people and two students about the work ethic either by phone, e-mail, or in person. Make up a card for each interview. The card should have the interviewee’s name, business/school, questions asked, and his/her responses.

**Note to Teacher:** To ensure safety, have students interview in person only if they know the person well and can conduct the interview in a non-isolated setting. Give students a copy of the handout, Common Sense Courtesy for Interviews ([http://www.cteresource.org/attachments/atb/ewrs/HO2\\_CommonSense.pdf](http://www.cteresource.org/attachments/atb/ewrs/HO2_CommonSense.pdf)). Review with students the procedure for politely introducing themselves to the business people/students and explaining what they want.

Questions students may ask:

- What kinds of a work ethic do you want in your employees?
- What kinds of problems do you encounter with the issue of work ethic?
- Do you have any suggestions on how to solve problems or improve situations?

Conduct a class discussion. Ask students what they learned about work ethic from the business people and other students.

This activity may be adapted to have students conduct interviews that emphasize other workplace skills. These may include the level of academics or reasoning, problem-solving, and decision making required for success in employment or school.

**Suggested Learning Measure:** Student-produced interview cards and participation in class discussion