

Annex 2 – Call to Action Activity Template

Theme: Improving Soft Skills

<p><b>Thematic Area</b></p>	<p>Improving Soft Skills (communication, negotiation, active listening, etc.)</p>		
<p><b>Activity Title</b></p>	<p>Soft Skills Improvement Plan</p>		
<p><b>Type of resource</b></p>	<p>Self-Help Activity</p>		
<p><b>Photo</b></p>			
<p><b>Duration of Activity (in minutes)</b></p>	<p>30-45 minutes</p>	<p><b>Learning Outcome</b></p>	<ul style="list-style-type: none"> <li>- Identify personal strengths and weaknesses in key soft skill areas.</li> <li>- Develop a plan for improving and practicing soft skills.</li> <li>- Apply new knowledge and skills to personal and professional situations.</li> </ul>

<p><b>Aim of activity</b></p>	<p>The activity begins by taking a soft skills assessment test online to identify areas of strength and areas that need improvement. Once the assessment is completed, participants will research resources that can help them improve their soft skills. This can include articles, videos, books and online courses. Participants will take notes on the resources that they find most helpful.</p> <p>Next, participants, will choose one or two soft skills that they want to work on improving and create a plan for improving those skills. This plan should include specific steps they can take, such as practicing active listening, taking a negotiation course, or joining a public speaking club. The plan will be written down in a notepad or journal.</p> <p>After completing the activity, participants will reflect on what they learned and how they can apply it to their personal and professional life. By taking the time to reflect on their own soft skills and develop a plan for improvement, young NEETs can enhance their employability and increase their chances of success in the job market. Additionally, practicing and improving soft skills can lead to better personal relationships and overall well-being.</p> <p>The value of completing this activity for learners is significant. Soft skills are essential for success in any career or field, and improving them can lead to better communication, collaboration, and problem-solving abilities. This activity provides a valuable opportunity for young NEETs to invest in their personal and professional growth and build the skills needed for long-term success.</p>
<p><b>Materials Required for Activity</b></p>	<p>The Soft Skills Improvement Plan does not require any special equipment or materials. However, participants will need access to a computer or mobile device to complete the online soft skills assessment test and research resources for improving their soft skills. They will also need a notepad or journal to write down their plan for improving their soft skills.</p>
<p><b>Step-by-step instructions</b></p>	<p>Step 1: Introduce the activity and explain why soft skills are important for personal and professional success. Provide examples of soft skills, such as communication, negotiation, and active listening, and explain how they can be developed and practiced.</p> <p>Step 2: Have participants take an online soft skills assessment test to identify areas of strength and areas that need improvement. Allow time for participants to review their results and discuss them with the group if desired.</p>

Step 3: Guide participants through the process of researching resources for improving their soft skills. Provide examples of resources, such as articles, videos, books, and online courses, and encourage participants to take notes on the resources that they find most helpful.

Step 4: Have participants choose one or two soft skills that they want to work on improving and create a plan for improving those skills.

Step 5: Allow time for participants to share their plan with the group and offer feedback and support as needed. Encourage participants to hold each other accountable and provide updates on their progress in future sessions.

Step 6: Provide opportunities for participants to reflect on what they learned and how they can apply it to their personal and professional life. Encourage participants to set realistic goals and celebrate their successes along the way.

By following these steps, trainer can facilitate a productive and engaging Soft Skills Improvement Plan activity that helps young NEETs develop key soft skills and build the foundation for personal and professional success.