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<b>Lesson Title</b>	<b>Author(s)</b>	<b>Lesson Description</b>
Acing the Interview	Mary Beth Albright & Angela Holmes	In this lesson teens will learn basic interview skills, and gain understanding of the importance of being prepared.
Action Words for Resumes	Nate Arnett	In this lesson teens will learn how to use action words to improve the effectiveness on resumes.
Citizenship Basics	Cassie Turner Anderson	In this lesson teens will explore the importance of citizenship and how they can become active citizens in various communities.
Community Service	Nadine Fogt	In this lesson teens will learn about the importance of community service and how to identify needs of their community.
Cooperative Communication	Jo Williams	In this lesson teens will learn how speaking and listening tie together for good communication.
Dealing with Difficult People - Conflict	Kathy Bruynis	In this lesson teens will gain an understanding of conflict, and explore ways to interact with difficult people.
Defining Yourself as a Leader	Morgan Domokos	In this lesson teens will learn what the definition of a leader is and have an opportunity to define themselves as a leader.
Dressing for Success	Mary Beth Albright & Angela Holmes	In this lesson teens will explore appropriate vs. inappropriate clothing choices, and gain insight on how their appearance impacts first impressions.
Giving a Proper Handshake	Mary Beth Albright & Angela Holmes	In this lesson teens will learn the importance of, and how to give, a proper handshake.
Inclusion of all Youth	Kathy Bruynis & Tonya Horvath	In this lesson teens will explore the concept of inclusiveness, and learn how to evaluate and adapt settings to improve them for ALL youth.
Initiative	Nate Arnett	In this lesson teens will explore the concept of initiative and how it applies to leadership.
Older 4-H Youth Opportunities	Hannah Epley	In this lesson teens will explore opportunities available in the Ohio 4-H program.
Proper Dining Etiquette	Jessica Rockey	In this lesson teens will learn about etiquette basics when dining with others in formal and informal settings.



Public Speaking	Jessica Rockey	In this lesson teens will learn tips for speaking in front of groups, and understand the importance of good preparation.
Record Keeping	Hannah Epley	In this lesson teens will learn tips for keeping good records and how they can implement record keeping in their lives.
Skills for Success	Nate Arnett	In this lesson teens will learn about six broad areas for workplace success.
Stress Reduction	Christy Clary	In this lesson teens will learn to identify stressors in their life and tips for reducing stress.
Time Management for Teens	Doug Foxx	In this lesson teens will gain insight on how they spend their personal time, and evaluate how they could better utilize their time.
Your Personal Brand	Christy Clary	In this lesson teens will explore the idea of brands, and learn how they create their own personal brand through social media, etc.
Youth on Boards & Committees	Kathy Bruynis	In this lesson teens will explore how boards and committees can work together, despite differences in their members.