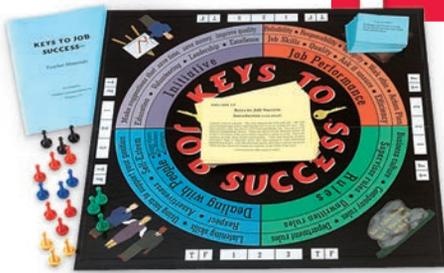


**Keys to Job Success™**

**Gr. 8+** An educational game designed to give players the knowledge and skills they need to succeed in their hard-won new jobs. The game focuses on four main areas crucial to job success: job performance, following the rules (including unwritten rules), dealing with people (bosses, coworkers, customers), and showing initiative. Players encounter problems and opportunities typical of those faced by new employees as they try to progress from low-paying entry-level jobs to more responsible, better-paying positions. For 2-6 players or teams. ©2002. (A1) Sh. wt. 2.25 lbs.

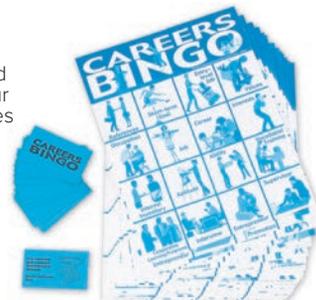
**WA22355H — \$49.95**



**Careers Bingo**

**Gr. 6+** Learn terms that are commonly used in career education and be the first to identify and cover four terms in a row to win! Game includes 30 laminated cards (each 8½" x 11"), master list of game card clues, 30 game cards with clues (each 3½" x 1¼"), and instructions. ©2000. Sh. wt. 1.25 lbs.

**WA20828H — \$24.95**



**Young Person's Guide to Getting & Keeping a Good Job**

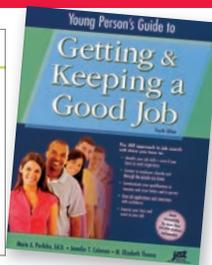
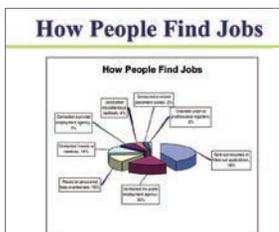
By Marie A. Pavlicko, Ed.D.; Jennifer T. Coleman; and M. Elizabeth Thomas. Fourth Edition.

**Gr. 9-12** Clearly, concisely, and thoroughly covers all essential job search topics, including identifying skills, writing a resume, contacting employers, completing applications, and excelling in job interviews. The guide helps students document their experiences, develop their skills, and increase their comfort level and confidence with the job search and beginning employment. Also discusses how to use technology and social media to the best advantage, appropriate and effective use of formal (rather than informal) communication, clothing (including body piercing and tattoos), and real experiences of real students in their job search. ©2013.

**SAVE! BUY THE SET** Complete Set. Includes book and CD-ROM listed below. Sh. wt. 1.75 lbs.  
**WA31740H — \$56.75 Nasco Price \$50.95**

**Book Only.** 224 pages, 8¾" x 10¾". Softcover. Sh. wt. 0.94 lbs.  
**WA31738H — \$21.25**

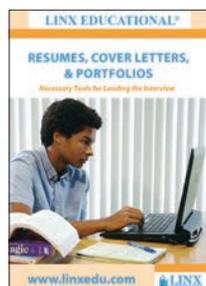
**Instructor's Resources CD-ROM.** Contains objectives, preparation and preparation suggestions, in-class activities, discussion ideas, homework assignments, quizzes, PowerPoint® slides, and more. Sh. wt. 0.31 lbs.  
**WA31739H CD-ROM — \$35.50**



**Resumes, Applications, & Interviews**

**Gr. 7+** These activities will help your students learn the skills needed to "get that job." They'll learn to complete applications, write resumes and cover letters, and have successful interviews. Class hours: 27. Reproducible classroom ready activity units on CD in PDF format. 5" x 6" x 6½". ©2013. Sh. wt. 0.50 lbs.

**WA19524H — \$35.00**



**NEW Resumes, Cover Letters, and Portfolios**

**Necessary Tools for Landing the Interview**

**Gr. 8+** Searching for a job is a process, not always easy and often times difficult. This program will help students explore, and help take some of the guesswork out of resumes, cover letters, and portfolios. Learn the different types of resumes and when to use each one; match skills and qualifications with job requirements; and how to write an effective cover letter. Includes instructor's guide. 28 minutes. ©2016. Sh. wt. 0.38 lbs.

**WA34041H DVD — \$99.50**

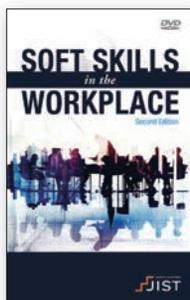


you're seeking a first job, starting a new job, or trying to get ahead at a current job, just remember that you don't get a second chance to make a good first impression. 32 minutes. ©2013. Sh. wt. 0.25 lbs.

**WA31795H DVD — \$99.95**

**When Presentation Counts: Grooming, Dressing & Body Language**

**Gr. 9-12** Like it or not, studies show that appearance, body language, and other mannerisms are incredibly important to other's perceptions. This program provides tips on grooming and basic styles of dress and covers how verbal and non-verbal communication, body language, and posture can impair or enhance overall image. Whether



**Soft Skills in the Workplace**

Second Edition.

**Gr. 9+** Technical skills may get a job seeker hired, but soft skills determine whether they succeed in the workplace. Soft skills include the abilities to adapt easily, manage time and resources, and work well with others. This five-part program helps develop and improve soft skills to increase success in the workplace. Topics include making a professional impression; acting with integrity; communicating effectively; working as part of a team; and pushing yourself to succeed. To view the instructor's guide, go to eNasco.com/fcs and enter the product number.

Includes presentation suggestions; anticipation quiz and answers; activities; discussion questions; quiz and answers; an optional homework assignment; and a reproducible soft skills self-assessment for students. 35 minutes. ©2015. Sh. wt. 0.31 lbs.

**WA33338H DVD — \$137.95**



communication and teamwork; support systems; rewards; and advice for others. 20 minutes. ©2015. Sh. wt. 0.31 lbs.

**WA33295H DVD — \$49.95**

**Entrepreneurship: Be Your Own Boss**

**Gr. 6+** How do entrepreneurs succeed in following their dreams and making them profitable? Discover the struggles and successes of four different business owners: a baker, a videographer, a children's clothing designer, and a president of a charitable running event company. They share their experiences running their own businesses, discussing motivation; challenges and risks; strengths, skills, and training; time management;



communication and teamwork; support systems; rewards; and advice for others. 22 minutes. ©2007. Sh. wt. 0.31 lbs.

**Your First Resumé**

**Gr. 7-12** A resumé gets your foot in the door. That's why the information in this program is so crucial for your students. Find out how to emphasize your strengths, discover how a resumé should look, find out how employers use resúmes, and learn how to build a successful resumé — even if you don't have any experience. Study guide included. 22 minutes. ©2007. Sh. wt. 0.31 lbs.

**NASCO WORKS HARD TO HOLD PRICES**

We absorb price increases from manufacturers whenever possible, however, we must reserve the right to adjust prices. See page 318 for price change policy.