

Planning Process Worksheet

Sample completed worksheet

Name(s): _____ Date: _____



IDENTIFY CONCERNS

While completing the Student Body "Make Healthy Choices" topic area sheet, members realize that stress management is one of their top concerns. Stress often influences young people to make unhealthy, risky choices.



SET A GOAL

By April 30, we will help our peers manage stress by teaching stress management techniques and offering "stress buster" activities.



FORM A PLAN

WHO: Student Body committee members

- WHAT:
1. research information about stress and how to manage it;
 2. create a variety of materials (like posters, flyers, brochures, and school newspaper articles) to teach other students about managing stress;
 3. distribute the materials throughout the school and community;
 4. create a 30-minute lesson with stress management techniques and present it in family and consumer sciences classes;
 5. plan three "stress buster" events for school days;
 6. present the events.

WHERE: World Wide Web; FACS classroom; school lobby

WHEN: 1. by March 10; 2-3. by March 31; 4. by April 10; 5. April 12, 20 and 25.

HOW: Committee will work together on project days during FACS class and will complete individual work between these work sessions.



ACT

The committee carries out its plan. Stress management tips are provided in five different types of materials. Lessons are presented in seven FACS classes. The first "stress buster" event attracts 25 participants; the second brings in 10 participants and the third reaches out to the entire school.



FOLLOW UP

Committee members thank everyone who helped. They prepare a Press Release about their project and complete the Project Evaluation Grid. They also send in the Student Body Report Form. The committee decides to sponsor another "stress buster" event during finals week.