

CHECK LIST - *STEP TWO*

Activity	✓
Review the documents in the “ <i>Read These Articles</i> ” column	
Review the Accomplishments Checklist	
Document at least twenty accomplishments using STAR stories	
Record yourself practicing your <i>STAR</i> stories	
Identify your hard skills	
Identify your soft skills	
Take all appropriate skill/personality profiles, tests and inventories	
Define the real value that you provide an employer	
Visit a Minnesota Workforce Center	
List the results of a Strengths Finder assessment	