

Module 3 v Activity 28 v TEAMWORK

Activity: Updating Skills

Materials Needed: Markerboard, markers, paper, and pencils

Directions:

1. As a group, brainstorm a list of all the equipment that might be found in an office today.
1. Circle the equipment that would have been found in this same office 20 years ago.
2. Point out the technical changes that have taken place over the years.
3. Have students answer the following questions:
 - a. What does this exercise teach regarding learning new skills?
 - b. How does your attending a technical institute contribute to this situation?

**Time Required:
15 Minutes**