

# Girl Scout Silver Award Workbook

To be used with the *Go for It Silver Focus Insert Book*, *Uniquely me! The Real Deal Focus Book*, and *Looking In, Reaching out Focus Book*.

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For more information check out the other links available on the website under Girl Scout Silver Award.

## Step 1: Getting Ready

You're interested in earning the Girl Scout Silver Award. Now what? Your first step is to purchase the Focus Insert, *Girl Scout Silver Award, Go for It!* and the Focus Books *Looking In, Reaching Out* and *uniquely Me! The Real Deal* available at the Modesto and Rancho Cordova council shops and at our on-line shop at [www.girlscoutshcc.org](http://www.girlscoutshcc.org).

Remember that you must meet the following requirements:

- ❖ You must be a currently registered Cadette Girl Scout at the time you begin working on any of the requirements for the Girl Scout Silver Award. This means that you must be at least 11 years old & have completed fifth grade.
  
- ❖ All prerequisites must be completed prior to beginning your Girl Scout Silver Award Project. No project can be started until the Project Proposal has been approved.
  
- ❖ There are two methods for Project Proposal approval. With either approval method, you must turn a copy of your Proposal Packet into the Program Specialist overseeing the Girl Scout Silver Award at the Main Office in Rancho Cordova before beginning your project.
  1. Submit your Proposal Packet to council for approval.
  2. If you take the *Go for It Silver: Part 1* class and your advisor takes the *Go for It: Advisor* class after 10/01/07, your advisor can approve your proposal.

Begin to identify your area of interest and skills while working on the prerequisites. This will make your Girl Scout Silver Award Project more interesting and rewarding for you in the end.

Find an adult advisor. It will be most helpful if you can find someone other than your Troop Advisor or parent to fill this position. You'll be taking the lead, but you need an advisor to help you set realistic goals, overcome roadblocks, provide support, and be there to applaud your success. Your advisor will let you know about special policies and procedures required by the council. See the sample Advisor Agreement form on the following page for ideas. Don't forget to send your agreement in with your Proposal Packet.

# Advisor Agreement

Your agreement should reflect what *you* feel your responsibilities and your advisor's responsibilities should be. You can design or write your agreement in any way that makes sense to you, *and* can be interpreted by others.

A simple list could be sufficient:

I, _____ agree to: Point 1: Point 2: Point 3:  X _____ Your signature _____ date My Advisor, _____ agrees to: Point 1: Point 2: Point 3:  X _____ Your Advisor's signature _____ date
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Or, you can write a paragraph detailing your thoughts or "vision," and both you and your advisor sign and agree to that:

<p>As this is <i>my</i> Gold Award Project, I will be planning and implementing it. I will turn to my advisor for questions about where I should go, to help me review my proposal packet and project ideas for safety and content. If I'm having trouble coming up with an idea, or don't know where to go next, my advisor will supply ideas and tools for thinking. My advisor cares about and respects me, and will do her best to support me.</p> <p>X <u>My Signature</u>                      X <u>My Advisor's Signature</u>                      <u>date</u></p>
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Feel free to come up with any creative way you feel would be an effective representation of you and your advisor's agreement. Just be certain that both you and your advisor agree on and understand your agreement.

You may decide to write "safety-valves" or methods to address conflict into your agreement: "If either of us feels that we are not being listened to or respected, we will do this: \_\_\_\_\_".

It is important that you and your advisor schedule dates and times to meet and go over your progress and concerns, and you can write this into your agreement.

## Step 2: Lead

You have promised to live by the values expressed by the Girl Scout Promise and Law. You can demonstrate leadership by putting these laws into action. Follow along in your *Girl Scout Silver Award Go For It Focus Insert* on page 11. You will be earning three interest projects that relate to the beliefs listed in your insert. Record your experiences here.

### Interest Project 1

*What Interest Project did you choose?*

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*How did the Interest Project help you live the law?*

### Interest Project 2

*What Interest Project did you choose?*

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*How did the Interest Project help you live the law?*

### Interest Project 3

*What Interest Project did you choose?*

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*How did the Interest Project help you live the law?*

## BELIEVE IT

Inspiring leaders know what they are good at and what they believe in. You are going to earn the charm for the Focus Book *uniquely Me! The Real Deal*. Along the way you will explore self-esteem, your personal values, and what makes you tick. Complete the activities listed within the focus book before coming up with your goals. Discuss your goals with your advisor. List your goals here.

*My goals were:*

## LEAD IT

Show off your leadership skills. Spend 15 hours in one or more leadership roles. See page 13 in you *Go For It Silver* Focus Insert Book for some leadership ideas. List your leadership role(s) here.

*The leadership role(s) I have chosen is/are:*

*Evaluate your experience with your advisor. What did you learn?*

*What skills do you still need to build?*

*What is your personal style of leadership?*

## JOURNAL IT

Now it's time to write about it! Think about what you have learned while earning your Girl Scout Silver Leadership Award. Complete these statements.

*I demonstrated a real understanding of the Girl Scout Law by applying it to this situation in my life:*

*A talent, quality, or skill I have that adds to my leadership ability is:*

*I used it in these ways:*

*I have shown my personal integrity and honor by:*



## WHO'S OUT THERE?

Now that you've done some research about possible careers it's time to talk to people about their jobs. Interviewing builds communication skills and helps establish a network of contacts you can use when working on your Girl Scout Silver Award Project. Follow along on page 16 of your *Girl Scout Silver Award Go For It!* Focus Insert. Interview the following people and record it here.

Ask a college student the following:  
*Why are you taking these classes?*

*What job do you expect to get when you are done?*

Ask 3 adults with different jobs that sound interesting to you the following:

*Adult 1 Job:* \_\_\_\_\_  
*How do you spend a typical day?*

*What do you like most about your job?*

*Adult 2 Job:* \_\_\_\_\_  
*How do you spend a typical day?*

*What do you like most about your job?*

*Adult 3 Job:* \_\_\_\_\_  
*How do you spend a typical day?*

*What do you like most about your job?*

## BE YOUR OWN BOSS

Earn the Your Own Business Interest Project Award. See pg 16 of your *Girl Scout Silver Award Go For It!* Focus Insert for direction and pg 46 of your Interest Project Book for specifics.

## KEEP A JOURNAL

Answer the following questions about what you have learned while earning the Girl Scout Silver Career Award.

*I have these three new ideas about making career choices:*

1.

2.

3.

*A talent, quality, or skill that I could use in a future career and on my Girl Scout Silver Award Project is:*

*A person I met who could help me with my Girl Scout Silver Award Project is:*

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*I think this person could help me by:*

## **Step 4: Challenge**

Earn the Girl Scout Silver 4B's Challenge, based on the Girl Scout Law. Follow along on page 19 of your *Girl Scout Silver Award Go For It!* Focus Insert.

### **BECOME**

Use the chart on page 20 of your *Girl Scout Silver Award Go For It!* Focus Insert to help you identify skills you are great at and skills that could use more practice.

Now set an improvement goal on a skill you put in the "I Could Use More Practice" column. Answer the following questions that relate to the goal you've just set:

*Specifically what will you do?*

*How will you measure your progress towards your goal?*

*How will you know if you have achieved your goal?*

*Is your goal realistic? Can you really achieve it or is it too hard?*

*What is your timeframe to reach your goal?*

## BELONG

So far you've thought about your personal values, leadership style, available careers, and how to set goals. All of these skills will help you earn the charm for the Focus Book *Looking In, Reaching Out*. Complete the activities listed within the Focus Book before coming up with your goals. Discuss your goals with your advisor. List your goals here.

*My goals were:*

## BELIEVE

Identify a school or community issue you feel strongly about and research it. Use pg 22 of your *Girl Scout Silver Award Go For It!* Focus Insert as a guide to answer the questions below.

*The issue I choose is:*

*What did you do?*

*What did you learn about your issue and your community?*

## BUILD

You choose an issue in BELIEVE; now you are going to make your mark. In order to do that you need to gather as much information as possible about your chosen issue. Answer the questions on page 22 of your *Girl Scout Silver Award Go For It!* Focus Insert. After you have all the questions in front of you fill out the worksheet below. When coming up with solutions don't forget to consider factors such as time, people needed, and potential problems.

### *My Plans and Solutions*

*Issue:*

*Possible Solution 1:*

*Possible Solution 2:*

*Possible Solution 3:*

*What solution would you choose and why?*

## ***Step 5: Girl Scout Silver Award Project***

You must be 12 years old or going into seventh grade to begin working on your Girl Scout Silver Award Project.

Now that your prerequisites are complete you are ready to begin step 5. Keep in mind the following:

- ❖ Your project should be based on your interests. The amount of time, effort, and hard work involved in the Girl Scout Silver Award Project is too great to be wasted on something that is not really of interest to you.
- ❖ Your project may be done in or out of Girl Scouts but must reflect some aspect of community service. If the project is within Girl Scouts, you must reach out to the community in some way.
- ❖ Your project must total 40 or more hours. Once your project is approved, you may count all time after that date you spend in its planning, implementation, and evaluation. Time spent completing your Final Report is not to be included in your log of hours. This log of hours will be turned in with the Final Report.
- ❖ Identify with whom you will work. If you are working with another organization be sure to contact them first to see what their needs are before planning how you will help them. Be sure to include a Girl Scout Advisor/Leader or another adult from your council.
- ❖ Be realistic in your planning. Be careful not to plan a project that is so large in scope that you cannot complete it.
- ❖ You will need to consult *Safety-Wise* when planning your Girl Scout Silver Award Project. You can obtain a copy for loan at the council library or through your Troop Advisor. If you are planning an event make sure you take the *Prepare 2B Ready* training class. Dates and times are listed in your event calendar.

## *Developing a Timeline*

A timeline will keep you on track with your Girl Scout Silver Award final project. The first things to do when developing your timeline is determine all tasks that need to get accomplished.

Sometimes it helps to work backwards, thinking about the ultimate goal and backtracking to figure out what needs to be done to reach the step before it.

The following exercise stresses the need to think of details. Doing it before you begin on your timeline or budget may help you think of things you may otherwise overlook.

### **“The Muffin is Ready”**

- ❖ Brainstorm all of the things that go into making a muffin. Write down each step on a piece of paper. Put your steps in order with “the muffin is ready” being the last entry.
- ❖ Have someone else look at your list and give you input. Did you forget a step? Do this with different people until you are sure that all of the steps have been covered and the muffin is actually ready.
- ❖ You can also try this with your troop or other group and split into teams to see who can come up with the most complete set of steps.

Now, do this same exercise with your Girl Scout Silver Award final project. You should have a list of all the things you need to do to complete your project.

Next, figure out how much time you have to complete your project. Divide the time you have into logical increments (months, weeks, etc).

Remember to look at how different items affect each other (i.e., if you are having a community event, when will you take *Prepare 2B Ready*, when will you publicize your event?? etc.) Be as specific as you can. Use the Timeline Worksheet in your proposal packet to record the tasks to be completed.

Then, start fitting in the things you need to do into that timeline. Don't worry about putting in specific dates until your project has been approved. Remember, the timeline turned in with your proposal packet will be a *proposed* timeline of things to do.

Use your timeline to help keep you on task. Refer to it often and feel free to adjust it as necessary during the implementation aspect of your Girl Scout Silver Award Project.

## Proposed Timeline

Use this as a tool to brainstorm the steps of your project. You might want to make some copies of this worksheet, you can use as many as needed.

Month:

	Tasks to Complete	Due	Done?
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Month:

	Tasks to Complete	Due	Done?
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Month:

	Tasks to Complete	Due	Done?
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

## *Budget It*

Now that you know what you will do for your project, what will it cost you to do it? Take a few minutes to think about everything you will need, from paper to pens to postage. Use the table below to record your estimated expenses. Be sure to account for items that will be donated, too! Some common expenses are written in for you.

Item Name	Estimated Cost	Donated? Y/N	Notes
Paper and ink	\$45	Y	My advisor's work is donating paper and ink for copying
Site Fees			
Office Supplies (paper, pens, etc.)			
Postage			
Transportation (gas, parking, etc.)			
Extra Girl Scout Insurance			
Food & Beverages			
Equipment (rental or purchased)			
<b>Total Expenses:</b>			

Now that you know what all of your expenses are, it is time to estimate what your total income will be. Think about all the people and places where you will get money or donations from. For cash donations just write in the dollar amount. For donations of goods, estimate the cost of the goods and write in that value.

Source of Income	Estimated Donation	Notes
Advisor's work	\$45	Material donation of paper and ink for copying
Troop Funds		
Service Unit Funds		
Registration Fees (from an event)		
<b>Total Income:</b>		

Your total income for your project **must** match your total expenses for your project. You may not have a surplus of money, and you must account for all of your expenses.

Need more money or resources for your project? Use the space below to brainstorm people and places that may be willing to help.