



Georgia Department of Technical  
and Adult Education

Module 5

# ATTITUDE

WORK ETHICS MODULES

**LESSON TITLE:** *Attitude*

**INTRODUCTION:** Upon completion of this lesson, students will recognize and exhibit positive attitudes, appear self-confident, and develop realistic expectations for themselves. The objectives listed below should be met.

**OBJECTIVES:**

- Demonstrate a positive attitude
- Appear self-confident
- Have realistic expectations of self

**EQUIPMENT AND MATERIALS:**

Module 5 Attitude

**MODULE OVERVIEW:**

This module concentrates on teaching students to recognize and display the proper personal attitudes and develop realistic expectations for themselves in school and at work. Students will learn to feel good about themselves and demonstrate the proper level of self-confidence.

The key to obtaining the proper attitude about oneself is to always strive to do the best job at every task that the person is capable of doing.

It is also important for us to recognize that our attitudes are not set in stone. We have the ability to change our attitudes. Positive thinking will do much to improve how we feel about ourselves and our abilities.



## ATTITUDE

### **Demonstrate a Positive Attitude**

We should never underestimate the power of the proper attitude. Our attitude determines how successful we will be as students and as employees and how well we get along with our classmates and co-workers.

We often fail to remember that our attitude determines our altitude and that we determine our own fate by controlling our attitudes. Our attitudes become self-fulfilling prophecies. If we have a good attitude about something, we typically have good results. If, on the other hand, we have a negative attitude or feel that something will turn out bad, it usually does.

We should start to improve our attitude toward ourselves by doing our best at everything we do. Doing our best results in pride, and pride creates self-confidence. Doing our best also catches the eye of our instructor or our supervisor. Typically, we will be rewarded for being the best that we can be. Rewards also lead to increased pride and self-confidence. It is easy to see how the domino effect of a positive attitude can lead to the reaching of our full potential, and the maximizing of our learning or working experience.

The flip side of this parable is also true. A negative attitude, or even one of indifference, will cause us not to feel so good about ourselves. Others will notice our attitude and comment on it. When our flaws are pointed out to us, it is often like pouring fuel on a fire. Our attitudes are bound to get worse and our chances for success will diminish.

A negative attitude is often compared to the flu, because it is highly contagious and because it can get much worse if left untreated. A bad attitude, being contagious, will "rub off" on others. Have you ever noticed that when you are around a group of complainers, you too begin to feel dissatisfied? However, this works both ways: if we have a negative attitude, the moods of our classmates or co-workers may be dampened. A bad attitude will not literally make us sick, as the flu can, but it can certainly weaken our chances to succeed.

A positive attitude has been compared to electricity because of its "shocking" importance and because it, too, is not always recognized or appreciated until it is absent. A positive attitude is not always verbally rewarded; However, there's no question that having a positive attitude will increase our chances of success.

### **Appear Self-confident**

A proper degree of self-confidence is prerequisite to a successful and rewarding career. One must always be willing to learn new skills, and to take opportunities to grow, in order to develop and maintain self-confidence.

Those who lack in self-confidence are the ones in the class, or in the workforce, who are timid and shy. These people don't feel that they are important and do not feel worthy to make a contribution. They doubt their value; therefore, they don't take opportunities to show what they can do. These people have a low self-esteem.

Those who have too much self-confidence appear conceited. These are the ones who have an inflated sense of their self-worth. They tend to believe that they are the smartest, the best looking, and the overall most able in the group. They feel that their opinion or answer is always the correct one and that everyone looks up to them and respects them. They don't really grow because they are busy "coasting" on their perceived "importance."

The people who are fortunate enough to possess and display the proper degree of self-confidence are the ones that realize that they are no better or no worse than their peers are. These people are poised and confident. They hold their head up in a crowd. They earn respect from their peers and leaders by their wise decisions and helpfulness.

### **Have Realistic Expectations of Self**

We all have our own set of limitations and our different capabilities. Realizing what our limits are is an important part of becoming the best that we can be.

To be successful, we should set goals for ourselves. Our goals must be challenging, but obtainable, and they should be realistic and based on our individual set of limitations and capabilities.

If we expect too little of ourselves, we will become bored and will never achieve our full potential. If we expect too much of ourselves, we will never be quite able to reach our goals, and we will become frustrated.

Setting realistic goals, and working to achieve them, helps us to continually grow and develop.