

Quiz
Course 6: Educational Planning Meetings

Name:

Date:

Select all that apply

Instructions: You may select more than one answer. Read the question carefully, and choose the (5) best answers.

1. What are the 5 w's that can help you prepare for educational meetings?
 - a. whether or not you should go
 - b. what you will say and do
 - c. when the meeting is
 - d. who is making the invitation
 - e. where the meeting will be
 - f. why are you meeting (the purpose of the meeting)
 - g. who will be at the meeting

True or False

Instructions: Read each statement carefully. Choose the best answer.

2. Educational planning meetings can be informal meetings just between you and your teacher or formal meetings with a larger group of people.
 - a. True
 - b. False
3. It is important to listen carefully, and wait for a pause in the conversation to ask your questions or share information.
 - a. True
 - b. False

4. Most students don't need to write down what they plan to say at an educational planning meeting.
 - a. True
 - b. False
5. Practicing what you will say with a trusted adult can be helpful.
 - a. True
 - b. False

Multiple Choice

Instructions: Read the question carefully. Choose the best answer.

6. If you get upset during a meeting, what are some strategies you can use?
 - a. use slow, long, calming breaths
 - b. tell the person or group what is upsetting you
 - c. ask for a break and speak to a trusted adult privately ask to leave
 - d. all of the above