Plan B, Revised Edition

Course Number: AX084-070SG
Days: Self Study
Description: In this age of mergers, acquisitions, downsizing, and golden handshakes, you need a "Plan B" for keeping your job skills sharp and yourself marketable. Exercises, case studies, and checklists will help you be prepared to proactively approach a career change.

Topic-Level Outline

Part 1: Life Goals Come First
   Tie Your Hopes to a Bigger Star
   Your Life Goals
   Life Goal Profiles
   Life Goals and a Plan B

Part 2: Plan B and the Winds of Change
   What Is a Plan B?
   The Winds of Change
   Winds That Could Blow Your Job Away
   Reduction of Full-Time Positions
   Plan B Begins with a Philosophy
   Having a Plan A, B, C and D

Part 3: The Seven-Step Strategy
   Step 1: Commit Yourself
   Step 2: Do Better at Your Present Job
   Step 3: Learn More from Where You Are
   Step 4: Improve Your Present Skills
   Step 5: Back to School? Self-Instruction? Both?
   Step 6: Creative Networking: Get Started Today
   Step 7: Have Plan--Will Travel

Part 4: Misconceptions About Having a Plan B
   Myths About an Alternative Growth Program
   Why So Many Individuals Never Develop a Plan B
   The Intrigue of Secrecy
Course Outline

Part 5: Launching Your Plan
   A Model to Guide You
   Plan B Worksheets
   Maintenance Ideas!
   Common Mistakes
   Self-Quiz
   Author's Suggested Answers to Cases

Appendix 1: Rate Your Current Job-Getting Skills

Appendix 2: Using the Plan B Approach to Win the Right Part-Time Retirement Job