This activity will help students explore the different transferable skills learned in school and in community experiences and how these skills translate into the outside world. Complete each section by following the instructions below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Teacher Led | X | Requires Computer | X | Requires myBlueprint.ca | X |

**LEARNING GOALS:**

1. Students will reflect and compile a list of the transferable skills they have learned in their classes.
2. Students will apply their understanding of their own transferable skills to abilities in the work place.

**MATERIALS:**

* Computer, mobile device, or tablet
* Handouts [A], [B] and [C]

**INSTRUCTIONS:**

1. Provide students with **Handout [A]** and as a class, discuss “What are Transferable Skills?”
2. Group students into partners and have them complete **Handout [B]** in pairs (\*Note: this should be done on the computer to allow students to upload the Handout to their a **My CLE Portfolio** on myBlueprint)
3. Upon completion, have groups share their results with the class.
4. After the activity, have students upload Handout [B] to their portfolio called **My CLE Portfolio** and have students answer the reflection questions individually in their portfolio (see **Handout [C]**).

**HANDOUT [A]: WHAT ARE TRANSFERABLE SKILLS?**

**Definition:** Skills you have acquired during any activity in your life -- jobs, classes, projects, parenting, hobbies, sports, virtually anything -- that are transferable and applicable in many different jobs or occupation settings.

**Examples of Transferable Skills:**

Communicating Troubleshooting Testing

Designing Researching Writing

Planning Analyzing Self-understanding

Speaking Persuading Understanding

Innovating Organizing Motivating

Selling Prioritizing Logical Thinking

Problem-solving Encouraging Teaching

Learning Developing Improving

Updating Synthesizing Creating

Imagining Visualizing Talking

Leading Supervising Estimating

Achieving Reporting Negotiating

Interpreting Searching Team-building

Reasoning Debating Decision-making

Advising Influencing Performing

Proofreading Filing Comparing

Sharing Examining Reading

**HANDOUT [B]: FROM THE CLASSROOM TO THE WORLD**

Complete the chart below by identifying the transferable skills you’ve learned in school and applying them to the outside world

|  |  |  |
| --- | --- | --- |
| **SUBJECT** | **TRANSFERABLE SKILLS LEARNED** | **APPLICATION – To be used in other aspects of your life and future career** |
| Math |  |  |
| Science |  |  |
| English |  |  |
| History |  |  |
| Languages |  |  |
| Music |  |  |
| Art |  |  |
| Career Development |  |  |
| Community Experiences |  |  |

**HANDOUT [C]: REFLECTION QUESTIONS**

1. Once you are done filling out the table in Handout [B], save the file on your current device and name it “My Transferable Skills”.
2. Log in to your myBlueprint account.
3. Go to **Home** and select **Portfolios.** Open your **My CLE Portfolio**
4. Upload the file to your **My CLE Portfolio** (Click **+ Add box** > select **Media +** > File or Picture > Click **Upload File** or **Upload** **Picture** > add **Title** “My Transferable Skills”)
5. Click **+Reflection** and answer the following questions:
* What are your strongest skills?
* How can these skills be used in your ideal job? Why are these skills important?
* What skills do you need to work on? How can they be improved?