

PATHWAYS PLANNING LESSON PLAN

Pathways Lesson 10 – Skilling Up

GETTING INTO THE WORLD OF WORK.....

As mentioned in previous modules, you will need to have general employability skills that will enable you to get a job and to develop a career pathway. Your skills make you valuable to an employer because you will get paid to use them. These tasks will help you identify your general skills and ensure they are listed on your 'resume', using the Resume Builder in Pathways.

Do you have these skills and capabilities?

Skill	General Capability	I have this skill/capability? YES or NO	I need to develop this skill/capability?
Communication	PSC Social Management: 4.1 Communicate effectively		
Team work	PSC Social Management: 4.2 Work collaboratively Social Awareness 3.1 Appreciate diverse perspectives 3.3 Understand relationships		
Problem Solving	CCT Generating ideas, possibilities and actions: 2.3 Seek solutions and put ideas into action PSC 4.3 Make decisions 4.4 Negotiate and resolve conflict		
Initiative and Enterprise	PCS Self-Management: 2.3 Work independently and show initiative Social Management		



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	<p>4.5 Develop leadership skills</p> <p>CCT</p> <p>Generating ideas, possibilities and actions:</p> <p>2.1 Imagine possibilities and connect ideas</p>		
Planning and Organising	<p>PSC</p> <p>Self-management:</p> <p>2.2 Develop self-discipline and set goals</p>		
Self-Management	<p>PSC</p> <p>Self-management:</p> <p>2.1 Express emotions appropriately</p> <p>2.4 Become confident, resilient and adaptable</p>		
Learning	<p>PSC</p> <p>Self-awareness</p> <p>1.3 Understand themselves as learners</p> <p>1.4 Develop reflective practice</p>		
Technology	<p>ICTC</p> <p>Applying Social and ethical protocols and practices when using ICT element:</p> <p>1.1 Recognise intellectual property</p> <p>1.2 Apply digital information security practices</p> <p>1.3 Apply social protocols</p> <p>1.4 Identify the impacts of ICT in society</p> <p>Investigating with ICT</p> <p>2.1 Define and plan information searches</p> <p>2.2 Locate, generate and access data and information</p> <p>2.3 Select and evaluate data and information</p>		



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	<p>Creating with the ICT element 3.1 Generate ideas, plans and processes 3.2 Generate solutions to challenges and learning area tasks</p> <p>Communicating with the ICT element 4.1 Collaborate, share and exchange 4.2 Understand computer mediated communications</p> <p>Manage and operating ICT element 5.1 Select and use hardware and software 5.2 Understand ICT systems 5.3 Manage digital data 5.4 Understand ICT systems</p>		
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- Now think about what you would like to include on your Resume. What skills/capabilities do you think employers will want to see on your resume when you start to look for work? How can you develop these skills/capabilities? Will the job require these? How do you find out? List your concerns or questions below.
- Add these skills to your resume.

