

## PROBLEM SOLVING

- I can think about different ways of doing things
- I can decide which way is best
- I can make a plan
- I can do tasks in order
- I can listen to other people's ideas



Total

## GOOD WORK ETHIC

- I can be on time
- I can try my best
- I can follow the rules
- I can focus on what is going well
- I can finish a task by the deadline



Total

## BUSINESS THINKING

- I can have ideas
- I can see what other people are doing well and learn from them
- I can keep to a budget
- I can see what tasks need doing
- I can think of company values when I am making decisions



Total

## COMMUNICATION

- I can share my ideas
- I can listen to others
- I can follow instructions
- I can think about who I am talking to and how I need to communicate.
- I can be polite.



Total

# EMPLOYABLE ME

## I'M DEVELOPING THE SKILLS FOR MY FUTURE

## DIGITAL

- I can keep myself safe online
- I can create and edit documents and emails.
- I can use a computer
- I can use a tablet
- I can use a smartphone



Total

## RESILIENCE

- I can keep trying when something is hard.
- I can try something new
- I can listen to feedback and try a different way
- I can ask for help
- I can tell someone I don't understand



Total

## TEAMWORK AND LEADERSHIP

- I can be a role model to other people
- I can work in a group
- I can understand that other people's thoughts and feelings may be different to mine.
- I can help other people
- I can see what others do well



Total

## ADD YOUR TOTALS



My Goal:

By: \_\_\_\_\_

I will be able to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_