FINAL SKILLS GRID

Did you know?
Essential skills can help you unlock new opportunities. In fact, 92% of people say they're important for career success!

REVIEW

Now that you've completed your project, fill in the Skills Grid again. Go back to your previous Grids to help you reflect on how your skills have developed, celebrate your progress and think about which skill you've strengthened the most.

Skill	Skill Steps	Almost Never	Rarely	Sometimes	Often	Almost Always	Change since you started KEY+ Do you use this skill...
LISTENING	**Retelling** I pass on information accurately	○	○	○	○	○	Less Same More
	Summarising I summarise or rephrase what I learnt	○	○	○	○	○	Less Same More
SPEAKING	**Meeting others** I communicate with new people when I need to	○	○	○	○	○	Less Same More
	Presenting I present to an audience when required	○	○	○	○	○	Less Same More
PROBLEM SOLVING	**Finding information** I find information to complete a task	○	○	○	○	○	Less Same More
	Researching I use research to build my understanding	○	○	○	○	○	Less Same More
CREATIVITY	**Sharing imagination** I share what I imagine with someone	○	○	○	○	○	Less Same More
	Seeking perspectives I seek different perspectives to develop my ideas	○	○	○	○	○	Less Same More
ADAPTING	**Reflective learning** I reflect and learn from challenges	○	○	○	○	○	Less Same More
	Improving performance I seek opportunities to grow my experience and expertise	○	○	○	○	○	Less Same More
PLANNING	**Thinking ahead** I think about routes to achieve a goal	○	○	○	○	○	Less Same More
	Involving others I engage others to achieve a goal	○	○	○	○	○	Less Same More
LEADERSHIP	**Sharing reactions** I explain how an idea makes me feel when appropriate	○	○	○	○	○	Less Same More
	Managing disagreements I support shared decision making	○	○	○	○	○	Less Same More
TEAMWORK	**Taking responsibility** I take responsibility for completing tasks	○	○	○	○	○	Less Same More
	Being inclusive I support others to thrive in a group	○	○	○	○	○	Less Same More

Now, read the statements below and circle how you feel about each of them:

I feel supported by my friends
A lot | Quite a bit | Somewhat | A little | Not at all | Prefer not to say

Stronger relationships: Build connections and feel supported by others

If I find something difficult, I keep trying until I can do it
Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree | Prefer not to say

Believing in yourself: Believe you can achieve even if it feels hard

I get nervous and lose confidence in new situations
Certainly True | Somewhat True | Not True | Prefer not to say

More confidence: Feel more confident to try new things

I make active choices about what to daily
1 (Never) | 2 | 3 | 4 | 5 | 6 (Always) | Prefer not to say

More control: Feel able to shape your world

I've got a lot to be proud of
Strongly agree | Agree | Disagree | Strongly disagree | Prefer not to say

Feeling proud: Recognise what you can achieve and feel proud of yourself

I feel I can make a difference to the world around me
1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Prefer not to say

More control: Feel able to shape your world

IMPACT SKILLS TRACKER

As you progress through your project, use this tracker (which continues onto the next page) to record when you use your essential skills and how they're developing. Skills can grow in small steps, so this is a space to notice your progress. Write notes, draw pictures, use stickers or anything else that works for you!

Did you know?
Skills Builder can help you earn more. Strong essential skills are linked to up to 12% higher earnings.

	 **Managing disagreements** I support shared decision making	 **Researching** I use research to build my understanding	 **Involving others** I engage others to achieve goals	 **Seeking perspectives** I seek different perspectives to develop my ideas
When and how have you used this skill?				
What do you find challenging about this skill?				
Have you improved this skill? How?				
When might you use this skill in the future?				

IMPACT SKILLS TRACKER

As you progress through your project, use this tracker (including the previous page) to record when you use your essential skills and how they're developing. Skills can grow in small steps, so this is a space to notice your progress. Write notes, draw pictures, use stickers or anything else that works for you!

Did you know?
Skills Builder can help you find a job. Improving essential skill scores is associated with a 25-50% reduction in the odds of being unemployed.

	 **Presenting** I present to an audience when required	 **Being inclusive** I support others to thrive in a group	 **Summarising** I summarise or rephrase what I learnt	 **Improving performance** I seek opportunities to grow my experience and expertise
When and how have you used this skill?				
What do you find challenging about this skill?				
Have you improved this skill? How?				
When might you use this skill in the future?				