**Activities for unit 1 Personal and Interpersonal Skills and Abilities**

1. **Identifying Skills and Abilities**

**Activity 1**

1. **Below are a list of skills and abilities. Complete an audit of where you are now. Record this in your learning journal/portfolio.**

Rate yourself (1=Not very well developed; 3=very well developed)

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| --- | --- | --- | --- |
| *Skills and Abilities* | *1* | *2* | *3* |
| Self confidence |  | X |  |
| Self-discipline |  | X |  |
| Team Work |  | X |  |
| Act as a Leader |  | X |  |
| Listen to others | X |  |  |
| Write for academic purposes | X |  |  |
| Computing Skills | X |  |  |
| Be Creative |  | X |  |
| Problem solving |  | X |  |
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**Activity 2**

1. **Complete the audit below, using the information from the table above.**

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| **Recognition** | **Reflection** | **Action** |
| *Skills already developed* | *How I will use these* | *How do I know (evidence)\*\** |
| Self confidence | I will use self confidence in teaching lessons in the classroom as I feel children engage in the lesson a lot more with a confident teacher compared to one that isn’t sure of themselves. To make sure I do this well, I’ll make sure to go over my lessons thoroughly before actually teaching them, and make sure there is a clear way of achieving the aim I have set. Also when working in groups I would make sure I am heard and my ideas are considered. |  |
| Self-discipline | This is very important when it comes to getting assignments done and meeting deadlines. I’ve had very good self-discipline throughout my exams in school so I would use this perhaps when getting essays done and making sure I’m using my time wisely by not procrastinating. |  |
| Team Work | I would use team work when conferring with other people in any groups I am in, for example for our group presentation we are assessed on in December. I’ll ensure we are all aware of the aim of the task and that we are all in agreement on any decisions made. |  |
| Act as a Leader | Acting as a leader is incredibly important in teaching as pupils have to see the teacher as the one in charge and someone they trust to help them. I would act as a leader perhaps when a group I am working in are unsure of what to do, I’d suggest possibilities to help us all decide as a team. |  |
| Listen to others | I’d use this skill especially when my group have to collectively create something (i.e a presentation) to make sure we worked well together and were happy with the end product. However, listening to others isn’t only important fro group work, I would always take other people’s opinions into account during any kind of discussion and would always try to see where they are coming from. |  |
| Write for academic purposes | I would use this when completing course work, submitting essays, or in the future I would use it for writing reports. |  |
| Computing Skills | I use computing skills every day in university when submitting work to my ePortfolio or even for reading as all of my work so far has been online. I’ll continue to use this for the majority of my course. |  |
| Be Creative | Creativity is important when planning lessons and when it comes to studying for my own classes as information is taken in a lot more effectively in a fun, creative lesson compared to a lesson where students simply just copy down notes off of a board. |  |
| Problem solving | I would use problem solving when any issues occurred perhaps when it came to time management if I had any problems getting work in on time. I think it’s important to try and find solutions around things to make sure all work is completed. |  |

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| --- | --- | --- |
| **Recognition** | **Reflection** | **Action** |
| *Skills to be developed* | *How I will develop these* | *How do I know (evidence) \*\** |
| Act as a leader |  |  |
| Organise and plan | I’ll use this skill both in university and on placement as I work a lot better when I organise my time and have my work in order. I’ll also use planning a lot when creating lessons or planning how to do certain tasks I am given. I’ll develop this by planning ahead (making lesson plans, allocating time to tasks). |  |
| Debate formally and informally | Taking part in discussions to do with education online and in class will help to develop these skills. |  |
| Build social networks | I am already involved in a chat amongst my classmates that I think has already helped me to create good social networks. To aid this further I could plan to meet up with some of them for study sessions or to discuss work in a group. |  |
| Think critically | By reading my own work and compare it to others’ work to see how I can improve and read things from different perspectives. |  |
| Generate new ideas | By reading in depth about education and thinking of new ways to approach things in the classroom (thinking of original ways to teach children things in a way they will remember and also have fun learning it). I also think simply voicing your opinion in groups can help others generate new ideas and I can come up with my own based off of things other people have said within the group. |  |

\*\* This section should be completed as you identify when/where/how you have used/developed these skills.