

## Where are the skills? Cardset

Asking for help when I need it

Working well in a team

Finding out how work placements can help me learn about the world of work

Thinking about the type of work I'd like to try

Following health and safety rules

Looking out for problems and suggesting solutions

## Where are the skills? Cardset

Being positive about my achievements at interview

Understanding that learning is important throughout adult life

Understanding the needs of customers and clients

Understanding how to work under pressure and meet deadlines

Planning to have a go at more new skills

Getting more training to improve my career prospects

## Where are the skills? Cardset

Practising reading and understanding instructions for work

Practising how to communicate with other workers and managers

Planning to improve my literacy and numeracy skills when I move on

Writing up my CV to include my E2E work placements

Knowing how to act responsibly at work

Learning how to respect other people's views

## Where are the skills? Cardset

Reading job adverts to find out what jobs there are locally

Reading information about jobs in different sectors

Using a 24 hour clock

Making sense of my pay slip

Finding out which personal and social skills are needed for different jobs

Presenting myself well at interview

## Where are the skills? Cardset

I can do this

I'm not sure

Skills for life

Personal and  
social skills

Vocational and  
employability skills

# Where are the skills? Cardset

I need help

Good timekeeping

About the world of work

Getting ready for work

Going to work

Moving forward