



SELF-ASSESSMENT

Instructions:

1. **BEFORE:** read each skill statement and rank yourself “Good”, “Average” or “Need to Improve”
2. Play Summer in Smallywood and complete Class Discussion and/or Activities*
3. **AFTER:** once you’ve finished the game and the additional activities, select whether or not you have gained a better understanding of each skill statement

*Class Discussion and/or Activities should be completed upon the request of the Teacher/Facilitator

ORAL COMMUNICATION

		BEFORE			Play Summer in Smallywood and complete Class Discussion and/or Activities	AFTER	
		Select your skill level for each statement:				Do you have a better understanding of this skill?	
		GOOD	AVERAGE	NEED TO IMPROVE		YES	NO
1.	avoid using slang						
2.	resolve work-related issues or conflicts						
3.	listen to others without interrupting or having side conversations						
4.	use proper grammar and pronunciation						
5.	understand hierarchy and communicate respectfully when meeting with supervisors						
6.	speak respectfully to customers or coworkers						
7.	use appropriate body language						
8.	seek information by asking clear questions						
9.	give a short presentation						
10.	understand new ideas and instructions						



THINKING SKILLS

		BEFORE			AFTER	
		Select your skill level for each statement:			Do you have a better understanding of this skill?	
		GOOD	AVERAGE	NEED TO IMPROVE	YES	NO
1.	assess criteria and consider risk factors when solving problems					
2.	prioritize tasks without direct supervision					
3.	solve problems for typical workplace challenges					
4.	analyze a solution and make adjustments if it is not effective					
5.	make decisions without input from others					
6.	make assumptions when information is unavailable					
7.	evaluate options and choose the best course of action					
8.	gather, analyze and compare data					

WORKING WITH OTHERS

1.	focus on work even when there are distractions					
2.	make sure work is free of errors and meets quality standards					
3.	take initiative					
4.	resolve conflicts when working with others					
5.	be diplomatic and use tact					
6.	receive criticism from supervisors					
7.	improve work based on suggestions from others					
8.	provide constructive feedback to help others improve their work					
9.	ask for help when required					
10.	display sensitivity and show tolerance					
11.	show respect for the ideas, opinions and expertise of others					
12.	provide regular updates to supervisors					
13.	make decisions cooperatively and settle differences respectfully					
14.	support and encourage others					
15.	complete assigned tasks and meet deadlines when working with others					
16.	lead by setting a good example for others					
17.	encourage group interaction and maintain a positive atmosphere					

Play Summer in Smallywood and complete Class Discussion and/or Activities

