DISCOVERING YOUR WORK SKILLS—ACTIVITIES AND WORK SKILLS CHART

|  |  |
| --- | --- |
| SCHOOL SUBJECT | WORK SKILLS |
| **Biology** | Doing Research Inspecting, Measuring, or Monitoring Keeping Accurate RecordsWorking with Plants or Animals |
| **Business***(e.g. Accounting, Entrepreneurial Studies, Marketing)*  | Communicating Information or Persuading PeopleKeeping Accurate RecordsSelling or Promoting |
| **American and World Studies***(e.g. US History and Politics, American and World Issues, Law, World History)* | Communicating Information or Persuading PeopleDoing ResearchWriting |
| **Chemistry** | Inspecting, Measuring, or MonitoringKeeping Accurate RecordsAnalyzing Data, Programming or Doing Calculations |
| **Computers** | Analyzing Data, Programming or Doing CalculationsIdentifying/Diagnosing Problems |
| **Dance** | Artistic Expression Physical Training or Performing |
| **Technology***(e.g. Design and Technology, Construction Technology, Communication Technology)* | Operating Machines or VehiclesBuilding or Creating ThingsInspecting, Measuring, or Monitoring |
| **Drama** | Artistic Expression Communicating Information or Persuading PeopleWriting |
| **English** | Artistic Expression Communicating Information or Persuading PeopleWriting |
| **Family** **Studies***(e.g. Parenting, Fashion, Individuals and Families in a Diverse Society)* | Caring for or Treating PeopleOrganizing People or Planning Work ActivitiesMaking Sure Things are Clean and/or Organized |
| **Geography***(e.g. Geography – Physical, World Issues)* | Doing ResearchWritingCommunicating Information or Persuading People |
| **Health and Physical Education** | Physical Training or PerformingOrganizing People or Planning Work Activities |
| **History***(e.g. US History, Society: Challenge and Change, Modern Western Civilization, etc.)* | Doing ResearchWritingCommunicating Information or Persuading People |
| **Languages***(e.g. French, Japanese, Latin)* | Communicating Information or Persuading PeopleWriting |
| **Math**  | Analyzing Data, Programming or Doing Calculations Inspecting, Measuring, or MonitoringIdentifying/Diagnosing Problems |
| **Music** **or** **Visual Art***(e.g. Band, Strings, Musical Theater, etc.)* | Artistic ExpressionBuilding or Creating ThingsDesigning or Drawing  |
| **Physics** | Inspecting, Measuring, or MonitoringKeeping Accurate RecordsAnalyzing Data, Programming or Doing CalculationsDesigning or Drawing  |
| **Science** | Inspecting, Measuring, or MonitoringKeeping Accurate RecordsAnalyzing Data, Programming or Doing Calculations |

|  |  |
| --- | --- |
| OTHER SCHOOL ACTIVITIES | WORK SKILLS |
| **Assemblies** *(e.g. organizing, participating in)* | Artistic ExpressionCommunicating Information or Persuading OthersOrganizing People or Planning Work Activities |
| **Clubs***(e.g. chess club, outers club, environment club)* | Communicating Information or Persuading OthersOrganizing People or Planning Work ActivitiesSelling or Promoting |
| **Dances** *(e.g. organizing, attending)* | Organizing People or Planning Work ActivitiesPhysical Training or PerformingSelling or Promoting |
| **Fundraising** *(e.g. raising money for a charity or school trip; you may hold an event, have a car wash, sell chocolates)* | Organizing People or Planning Work ActivitiesSelling or PromotingCommunicating Information or Persuading PeopleKeeping Accurate Records |
| **Independent Study Project/Unit** *(e.g. research essay on a topic of your choice)* | Doing ResearchKeeping Accurate RecordsWriting |
| **Journal** *(e.g. keeping a daily journal for English class)* | Writing |
| **Library***(e.g. finding books in the library)*  | Doing Research |
| **Lunch/Recess** | Communicating Information or Persuading People |
| **Peer Editing***(e.g. reading and correcting other students’ work)* | Communicating Information or Persuading PeopleWriting |
| **Peer Tutoring/Helping***(e.g. helping students with school work or problems)* | Teaching or TrainingIdentifying/Diagnosing Problems |
| **Presentations or Seminars** | Communicating Information or Persuading PeopleTeaching or Training |
| **Projects***(e.g. researching and presenting information in a visually appealing way)* | Doing ResearchWritingDesigning or Drawing Building or Creating Things |
| **Sales** **(e.g. bake sales)** | Selling or PromotingCommunicating Information or Persuading PeopleOrganizing People or Planning Work Activities |
| **School Newspaper****(e.g. being a reporter, taking photos, doing layout)** | WritingDoing Research |
| **School Shows** **(e.g. plays, music night)** | Artistic ExpressionCommunicating Information or Persuading PeopleSelling or PromotingBuilding or Creating Things |
| **Science Project** | Doing ResearchInspecting, Measuring, or MonitoringAnalyzing Data, Programming or Doing Calculations Writing |
| **Sports** **(e.g. playing on, coaching, or helping out with a team)** | Physical Training or PerformingOrganizing People or Planning Work Activities |
| **Student Council****(e.g. being a student council member such as school president or treasurer)** | Communicating Information or Persuading PeopleOrganizing People or Planning Work Activities |
| **Yearbook****(e.g. writing for, taking photos, doing layout)** | WritingArtistic ExpressionDesigning or Drawing  |

|  |  |
| --- | --- |
| LEISURE ACTIVITIES AND HOBBIES | WORK SKILLS |
| **Athletic activities** *(e.g. hiking, swimming, skating)* | Physical Training or Performing |
| **Being interested in professional sports***(e.g. following a sports team; watching sports on TV, keeping track of players’ stats, discussing sports)* | Doing ResearchCommunicating Information or Persuading People |
| **Building things***(e.g. models)* | Building or Creating ThingsDesigning or Drawing  |
| **Camping** | Physical Training or PerformingOrganizing People or Planning Work Activities |
| **Card or Board Games** | Analyzing Data, Programming or Doing CalculationsCommunicating Information or Persuading PeopleIdentifying/Diagnosing Problems |
| **Collecting things** *(e.g. baseball cards, stickers)* | Doing ResearchKeeping Accurate RecordsMaking Sure Things are Clean and/or Organized |
| **Computer***(e.g. using a graphics program, installing new software, fixing problems)* | Analyzing Data, Programming or Doing CalculationsIdentifying/Diagnosing ProblemsOperating Machines or Vehicles |
| **Diary** *(e.g. writing down your thoughts in a diary)* | WritingArtistic Expression |
| **Drawing** **(e.g. pictures, cartoons, etc.)** | Artistic ExpressionDesigning or Drawing |
| **Driving** **(e.g. driving the family car)** | Operating Machines or Vehicles |
| **Friends** **(e.g. hanging out, helping with problems)** | Communicating Information or Persuading PeopleOrganizing People or Planning Work ActivitiesIdentifying/Diagnosing Problems |
| **Internet****(e.g. surfing the net, downloading music, making a web page)** | Doing ResearchDesigning or Drawing Analyzing Data, Programming or Doing Calculations |
| **Making crafts** **(e.g. bracelets)** | Artistic ExpressionDesigning or DrawingBuilding or Creating Things |
| **Music** **(e.g. listening to music, singing, playing an instrument)** | Artistic ExpressionCommunicating Information or Persuading PeopleDoing Research |
| **Playing on a sports team** **(e.g. baseball, soccer)** | Physical Training or PerformingCommunicating Information or Persuading People |
| **Reading** **(e.g. magazines, novels, comic books)** | Doing Research |
| **Riding a Bike**  | Physical Training or PerformingOperating Machines or Vehicles |
| **Shopping** | Doing Research |
| **Skateboarding** | Physical Training or PerformingFixing/Repairing Things |
| **Talking on the Phone** | Communicating Information or Persuading People |
| **Video or Computer Games** | Identifying/Diagnosing ProblemsPhysical Training or Performing |
| **Writing letters or emails**  | WritingCommunicating Information or Persuading People |

|  |  |
| --- | --- |
| HOUSEHOLD ACTIVITIES | WORK SKILLS |
| **Babysitting** *(e.g. younger sister/brother, neighbors’ kids)* | Caring for or Treating People |
| **Cleaning** *(e.g. your room, bathroom, garage)* | Making Sure Things Are Clean and/or OrganizedIdentifying/Diagnosing ProblemsOperating Machines or Vehicles |
| **Cooking or Baking**  | Inspecting, Measuring, or MonitoringBuilding or Creating Things |
| **Mowing the Lawn**  | Operating Machines or VehiclesPhysical Training or PerformingWorking with Plants or Animals |
| **Helping in the Garden** **(e.g. planting flowers, pruning bushes, weeding)** | Physical Training or PerformingWorking with Plants or AnimalsArtistic expression  |
| **Shoveling Driveway** | Physical Training or Performing |
| **Taking care of a pet** **(e.g. walking the dog, feeding cat)** | Working with Plants or Animals |
| **Taking Phone Messages**  | Keeping Accurate RecordsWriting |
| **Vacuuming**  | Operating Machines or Vehicles |
| **Washing the Dishes** | Making Sure Things Are Clean and/or Organized |

|  |  |
| --- | --- |
| OTHER | WORK SKILLS |
| **Part-time job - Cashier** | Assisting Customers or the PublicAnalyzing Data, Programming or Doing Calculations |
| **Part-time job - Food Services***(e.g. working at a fast food chain, waiting tables, bussing)* | Assisting Customers or the PublicMaking Sure Things Are Clean and/or Organized |
| **Part-time job - Recreation***(e.g. lifeguard, sports instructor, camp counselor)* | Teaching or TrainingCaring for or Treating People |
| **Part-time job - Retail** *(e.g. working in a clothing store)* | Assisting Customers or the PublicKeeping Accurate ReportsMaking Sure Things Are Clean and/or OrganizedSelling or Promoting |
| **Volunteering** *(e.g. volunteering at a hospital, charity)* | Assisting Customers or the PublicCaring for or Treating PeopleCommunicating Information or Persuading PeopleTeaching or Training |