21st Century Skills
Self-Assessment
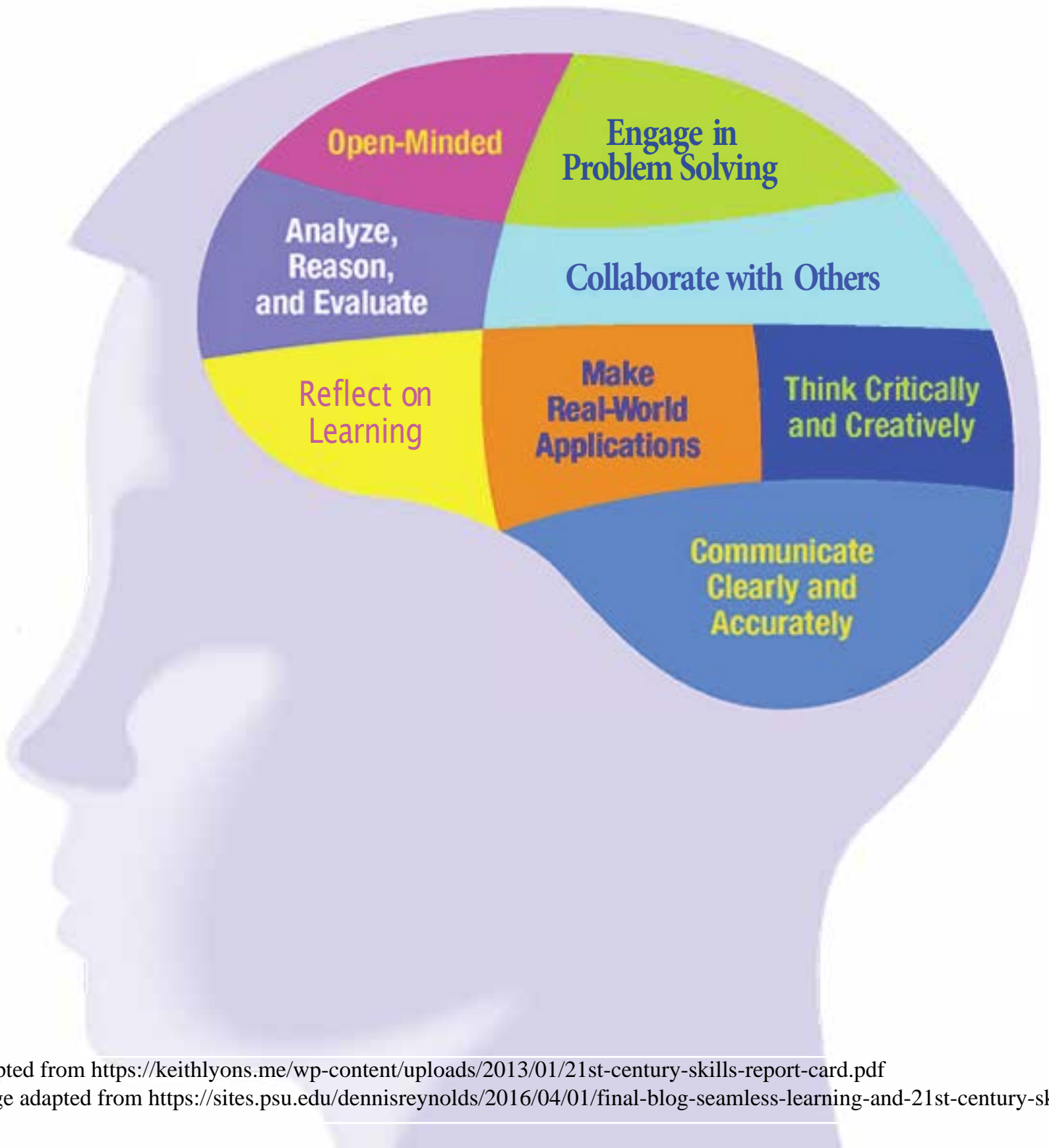
Open-Minded

Engage in Problem Solving

Analyze, Reason, and Evaluate

Collaborate with Others

Reflect on Learning

Make Real-World Applications

Think Critically and Creatively

Communicate Clearly and Accurately

COMMUNICATION AND COLLABORATION

Communicate Clearly
- Articulate thoughts and ideas effectively using communication skills in a variety of forms and contexts
- Listen effectively to decipher meaning, including knowledge, value, attitudes and intentions
- Use communication for a range of purposes (e.g., to inform, instruct, motivate and persuade)
- Communicate effectively in all kinds environments

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Collaborate with Others
- Demonstrate ability to work effectively and respectfully with partners and small groups
- Assume shared responsibility for collaborative work without dominating or letting others do all the work
- Be sensitive of the needs of your peers and do what you can to help them
- Use social skills in order to avoid conflict and maintain happiness

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Think Interdependently
- Exercise flexibility and willingness to be helpful in making necessary compromises to accomplish a common goal
- Realize that a group can accomplish more than an individual
- Listen to and strongly consider the ideas of others
- Leverage strengths of others to accomplish a common goal
- Value the individual contributions made by each team member

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CRITICAL THINKING AND PROBLEM SOLVING

Think Critically
- Use various types of reasoning (inductive, deductive, etc.) as appropriate to the situation
- Analyze how parts of a whole interact with each other to produce overall outcomes in complex systems

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Make Judgments and Decisions
- Effectively analyze and evaluate evidence, arguments, claims and beliefs and alternative points of view
- Interpret information and draw conclusions based on the best analysis

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Ask Questions
- Ask questions to fill in the gaps between what is known and what is unknown
- Ask questions at all levels of Bloom's Taxonomy of Thinking, but match the purpose with the correct type of question
- Identify and ask significant questions that clarify various points of view and lead to better solutions

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Solve Problems
- Solve different kinds of non-familiar problems in both conventional and innovative ways
- When appropriate, challenge yourself to find multiple correct ways to solve a problem

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REFLECTION AND AWARENESS

Metacognition (Thinking About Our Thinking)
- Know what you know and know what you don't know
- Know what to do and when to do it
- Be conscious of the steps and strategies during the act of problem solving
- Develop a plan of action, remember that plan over a period of time, then reflect back and evaluate the plan upon its completion
- Be aware of one's actions and the effect of those actions on others and on the environment
- Shift gears if a plan isn't working
- Explain your thinking and the strategies used while making decisions

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Reflect and Synthesize
- Reflect critically on experiences in order to avoid repeating mistakes and to inform future progress
- Synthesize and make connections between information and arguments
- Identify those "Aha Moments" when something finally clicks

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INITIATIVE AND SELF-DIRECTION

Manage Goals and Time
- Set goals with tangible and intangible success criteria
- Balance tactical (short-term) and strategic (long-term) goals
- Utilize time and manage workload efficiently

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Be a Risk-Taker
- Take educated risks and frequently push the boundaries of your perceived limits
- Be resilient if your risk-taking isn't successful - Don't worry what others think
- Know when risks are not worth taking
- View failure as an opportunity to learn; understand that creativity and innovation is a long-term, cyclical process of small successes and frequent mistakes

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Be Self-Directed Learners
- Go beyond what is required (the minimum) to explore and expand one's own learning and opportunities to gain expertise
- Demonstrate initiative to advance skill levels towards a professional level
- Demonstrate commitment to learning as a lifelong process
- Work on tasks because of the challenges they present rather than the material rewards – Be intrinsically motivated

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Persist Despite Setbacks
- Stick to the task until it is completed
- Stay focused on your task without distraction
- Have a repertoire of strategies to solve problems if one isn't working

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INFORMATION LITERACY

Access and Evaluate Information
- Access information efficiently (time) and effectively (sources)
- Evaluate information critically and competently (use only trusted resources)

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Use and Manage Information
- Use information accurately and creatively for the issue or problem at hand
- Manage the flow of information from a wide variety of sources
- Apply a fundamental understanding of the ethical/legal issues surrounding the access and use of information (cite your sources)

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MEDIA LITERACY

Analyze Media
- Understand both how and why media messages are constructed, and for what purposes
- Utilize multiple media and technologies, and know how to judge their effectiveness as well as assess their impact
- Examine how individuals interpret messages differently, how values and points of view are included or excluded, and how media can influence beliefs and behaviors

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Create Media Products
- Understand and utilize the most appropriate media creation tools, characteristics and conventions
- Understand and effectively utilize the most appropriate expressions and interpretations in diverse, multi-cultural environments
- ICT (Information, Communications and Technology) LITERACY

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Apply Technology Effectively
- Use technology as a tool to research, organize, evaluate and communicate information
- Use technology as a tool to create and share what you know with others
- Use digital technologies (computers, handhelds, media players, GPS, etc.), communication/networking tools and social networks appropriately to access, manage, integrate, evaluate and create information to successfully function in a knowledge economy

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