**SD2340 Topic 1 (Weeks 1 & 2)**

**Paul Tilley**

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| **Topic 1.0 Self and Career Assessment** |
| **Read Handout: Self-Awareness : A point of departure**  Complete Self Assessments |
| **Review Handout: Conference Board of Canada - Employability Skills 2000+**  Employability Skills 2000+ are the critical skills you need in the workplace-whether you are self-employed or working for others. Use the Employability Skills Toolkit to improve your skills.  Online at: <http://www.conferenceboard.ca/topics/education/learning-tools/employability-skills.aspx> |
| **Review Handout: Conference Board of Canada - Innovation Skills Profile**  The Innovation Skills Profile isolates the unique contribution that an individual's skills, attitudes, and behaviours make to an organization's innovation performance  Online at: <http://www.conferenceboard.ca/Libraries/EDUC_PUBLIC/ISP_brochure.sflb> |
| **Review and complete: General Innovation Skills Aptitude Test (GISAT)**  **The General Innovation Skills Aptitude Test (GISAT) raises awareness and understanding around the skills, attitudes, and behaviours individuals and organizations need to be innovative.** |
| **Conference Board of Canada: Skills Credentialing Tool**  The Skills Credentialing Tool for Individuals is a self-assessment and portfolio-building tool for students, employees and job-seekers. This tool helps individuals self-assess their essential skills and employability attitudes and behaviours; and create an evidence-based portfolio that they can share with an employment counsellor, instructor and/or workplace supervisor.  Online Tool at: [Skills Credentialing Tool For Individuals](http://www.conferenceboard.ca/topics/education/learning-tools.aspx) <http://conferenceboard.checkboxonline.com/Survey.aspx?s=b5cfd4c7ef204b5cb3e6a6c1f7e07628> |
| **Deliverables:**   1. Submit your Portfolio for Review (5%) 2. Submit your completed Self-Assessment (5%) |