

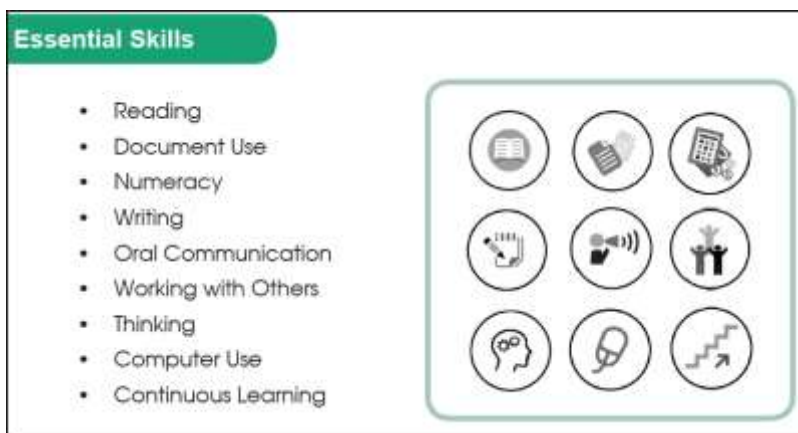
Resources for Higher Levels (CLB 5-8): Essential Skills Workbooks

What are Essential Skills?

They are the 9 skills required for success in work and life and are the basis for learning all other skills:

http://modus.nald.ca/essential_skills.

Each skill is divided into levels of complexity from basic (1) to advanced (4 or 5).



Why do they matter?

For a short video on why essential skills are important: http://www.youtube.com/watch?feature=player_embedded&v=Ve58Au9lv1Q.

Essential Skills workbook series

These seven workbooks integrate Essential Skills learning into employment-readiness activities and are great for classroom or at-home use: <http://www.llsc.on.ca/about-us/resources/connecting-literacy-and-employment-through-essential-skills>.

Each workbook starts with an Essential Skills self-assessment for tracking progress:

Using Essential Skills for Job Search	I'm not sure if I can do this.		I can't do this yet.		I can do this with help.		I can do this.	
	Before	After	Before	After	Before	After	Before	After
Using Reading Skills I am able to:								
<ul style="list-style-type: none"> • Read and interpret information in case studies related to job search 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Using the Essential Skills workbooks in the classroom

- ✓ Students read and discuss case studies related to job search
- ✓ Students research and analyze information on the internet
- ✓ Students complete charts related to career research, work history, skills, etc.
- ✓ Students practice leaving voicemail messages using provided checklist
- ✓ Students read and practice answering interview questions
- ✓ Students analyze job postings