Professionalism & Soft Skills Development

# Assignment: 7 essential life skills

**Assignment Description:** Asking good questions, feeling empowered, and thinking beyond the current task helps ask out of the box questions.

The 7 essential life skills help you think beyond information in front of you to discover and connect external events to a given situation, and then have the emotional courage to ask good questions and raise potential solutions.

**Assignment Environment:** The students should have access to the SkillsFirst, and Launch Your Career web sites, as well as both the textbook and workbook.

### **exercise 1**

From the SkillsFirst Dashboard main gallery page, select

* + Interview Questions -> Interview Question Coaching

For each of the 7 essential life skills, use the Keyword search to find an example question that demonstrates the skill. Click on the question and watch the SkillsFirst video.

Write a reflections based on the content of this module for each skill/question.

## What to Submit

You will submit one paper including all 7 reflections, one per skill/question, of 50-75 words each. Be sure to include the skill and specific question for each reflection.

Written Assessment Rubric:

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| --- | --- | --- | --- | --- |
| **Assessment Dimensions** | Exemplary (4) | Accomplished (3) | Developing (2) | Beginning (1) |
| Critical Thinking | 4 Points  Student’s paper addressed the topic, provided solid support for their point and further explored the topic providing more original thought on the subject. | 3 Points  Student’s paper addressed the topic and provided adequate support for their point. | 2 Points  Student’s paper addressed the topic, but lacked support for their point on the topic. | 1 Point  Student’s paper addressed the topic, but did not provide support or deeper explanation of the topic. |
| Communication | 3 Points  Student’s paper conveyed their thoughts clearly, with few to no grammatical errors. | 2 Points  Student’s paper conveyed their thoughts clearly but had few, noticeable, grammatical errors. | 1.5 Points  Student’s paper conveyed their thoughts but with several grammatical errors and/or incomplete sentences. | 1 Point  Student’s paper does not convey their thoughts clearly or properly. Several grammatical errors and incomplete sentences. |
| Formatting | 2 Points  Student’s paper is in proper APA (latest edition) format with little to no formatting errors. Adequate and proper citation has been provided both in-text and on their reference page. | 1.25 Points  Student’s paper had few formatting issues but provided adequate and proper citation both in-text and on their reference page. | 1 Point  Student’s paper had several formatting issues but provided adequate citation both in-text and on their reference page. | 0.75 Points  Student’s paper had several formatting issues (i.e. lack of citations or citation formatting). |
| Deliverables | 1 Point  Student delivered all parts of their assignments in the proper format and completed. | 0.75 Points  Student delivered all parts of their assignment. | 0.5 Points  Student delivered all parts of their assignment but portions are incorrect or incomplete. | 0.25 Points  Student did not deliver all parts of the assignment. |
| Point Value | 10 | 7 | 5 | 3 |