

Teachers Notes on Module: Personal Identification

Objectives:

This module aims to focus learners on careers and jobs by examining and assessing their abilities and exploring their capabilities in relation to how they could perform in the workplace.

Suggested order of worksheets:

1. Career Aims:

To outline long-term career aspirations, taking previous experience and qualifications/training into account. (*Learners may prefer to do this exercise in private and not as part of a class or group*)

2. Personal Skills Profile:

To assess skills and abilities

3. Marketable Skills:

Learners assess their skills and interests and think about courses and further education to develop those skills further. Learners access FÁS and VEC websites to examine what is available

4. Transferable Skills:

To examine how practical skills can be transferred to careers and jobs and used effectively in the workplace

5. Personal Skills Applied:

To focus learners on how personal skills are applied in the workplace by reading about three employees in different job sectors who are valued employees because of their personal skills and application to their jobs.

Language and Vocabulary

- Vocabulary to describe work experience and qualifications
- Vocabulary to describe aptitudes, abilities and personality traits
- Vocabulary for jobs and careers