

Ontario Skills Passport Resource Backgrounder

<http://skills.edu.gov.on.ca>

Name of resource	Essential Skills Walkabout
Date resource was produced/updated	Produced: April 2005 Updated: Jan. 2007
Original language submitted	<input checked="" type="checkbox"/> English <input type="checkbox"/> French
Computer use required when using this resource?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Fonts used in handouts	Ariel
Background information <u>and</u> a brief description of the process used to pilot and evaluate the resource	This resource includes the following: <ul style="list-style-type: none"> • OSP Backgrounder – Essential Skills Walkabout • Key Messages to Consider in Using an OSP Resource • Essential Skills Walkabout • Essential Skills Walkabout Answer Key
Purpose of Lesson	The Essential Skills Walkabout is a great warm-up activity to help introduce learners* to Essential Skills. *The term “learner” includes high school students, adult learners and job seekers.
Recommended target group (e.g. grade levels, students, newcomers, unemployed youth, etc.)	This activity can be adapted for use in many different settings.
Teacher/trainer notes	<p>Materials</p> <ul style="list-style-type: none"> - copy of Essential Skills Walkabout for each learner - Essential Skills Walkabout Answer Key (you may wish to make an overhead so you can share the answers with the group) <ol style="list-style-type: none"> 1. Provide each learner with a copy of the Essential Skills Walkabout. 2. Explain that the goal is to find one person who fits the description in each square. Before starting the activity, learners can identify an Essential Skill they have and think of an example of how they have used that particular Essential Skill (i.e. at home, school, in the community or in volunteer or other workplace experiences). They can then share this example with the other learners as they are recording names on the Essential Skills Walkabout sheet. Note: This activity can also be adapted for smaller groups. For example, if there are only seven learners, then the goal would be to talk to everyone in the class and record the name of each group member in the appropriate square. 3. Write the Essential Skills on the board and match the skills to the description on the Essential Skills Walkabout or you may choose to make the Essential Skills Walkabout Answer Key into an overhead. 4. Discuss the skills that were used when completing the Essential Skills Walkabout (i.e. oral communication skills, finding information) as well as the skills they have used since getting up today - probably most of the Essential Skills! 5. Write the following definition of Essential Skills on the board:

	<p><i>Essential Skills are the skills needed for work, learning and life. They are transferable skills that a learner or job seeker can take from job to job, sector to sector and school to work. They provide the foundation for learning all other skills and enable people to evolve with their jobs and adapt to workplace change.</i></p> <p>6. The teacher/trainer can conclude the activity by indicating that the learners have found out some valuable information. Each learner has:</p> <ul style="list-style-type: none"> • identified an Essential Skill(s) they have and an example of how they personally demonstrate that skill; and • found out about the Essential Skills of other learners in the group. <p>Discussion Question: <i>Why is it important to know how you and other learners in the class demonstrate your Essential Skills?</i></p> <p>Sample Answer:</p> <ul style="list-style-type: none"> • We can take advantage of each other's strengths as we work together on projects and tasks here in the class, the workplace, etc. • You can also better understand how your Essential Skills are transferable from job to job, sector to sector, and from school, home and community to work. Knowing and understanding your skills can help you make smoother transitions. <p>7. Follow up this introductory activity with a visit to the Ontario Skills Passport website at http://skills.edu.gov.on.ca. Click on "Skills and Work Habits" located in the navigation bar at the top of the page. Learners can review the list of Essential Skills as well as work habits that important for success in the workplace. You can also find an "OSP Tutorial" by clicking on the "Getting Started" button which is located on the home page of the website.</p> <p>The OSP Changing Places Resource is also a great follow-up activity - http://www.osca.ca/OSP/osp.htm</p>
Estimated time required for effective use of resource	10 minutes
Connections to the curriculum and/or training materials/ programs	<p>This activity connects with a variety of courses. A relevant curriculum linkage is provided below:</p> <p>Discovering the Workplace – GLD20 - describe how the Essential Skills are transferable from home to school, school to work, occupation to occupation, and sector to sector.</p>
Information on Essential Skills Research (ESR) and the OSP that is relevant to the resource (see the attached key messages about Essential Skills Research and the OSP).	<p>See "Key Messages to Consider in Using an OSP Resource"</p> <p>The skills listed in the Essential Skills Walkabout are the same skills included in the Ontario Skills Passport (http://skills.edu.gov.on.ca). Please refer to the "Key Messages to Consider in Using an OSP Resource" for a full explanation.</p>
Relevant references and/or links to the Ontario Skills Passport website (and if appropriate, to the Human Resources and Skills Development Canada (HRSDC) Essential Skills Research website).	<p>Information on the Government of Canada's Essential Skills Research can be found at http://srv600.hrdc-drhc.gc.ca/esrp/</p>

<p>Also included: (please check all that apply)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> sample Authentic Workplace resources <input type="checkbox"/> sample OSP Work Plans to complement the resource where appropriate <input type="checkbox"/> assessment and evaluation methods where appropriate <input type="checkbox"/> glossary of terms, if appropriate <input type="checkbox"/> links to other resources and/or initiatives, bibliography <p>“The Big Picture” is a student-focused AWAL resource that integrates Essential Skills into Ontario curriculum for Grades 7-12 - http://opi.wrdsb.on.ca/essential.html</p>	
<p>OSP skills and work habits that are highlighted in this resource: (please check all that apply)</p>	<p><u>OSP Skills</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Reading Text <input checked="" type="checkbox"/> Writing <input checked="" type="checkbox"/> Document Use <input checked="" type="checkbox"/> Oral Communication <input type="checkbox"/> Computer Use <input checked="" type="checkbox"/> Money Math <input checked="" type="checkbox"/> Scheduling or Budgeting and Accounting <input checked="" type="checkbox"/> Measurement and Calculation <input checked="" type="checkbox"/> Data Analysis <input checked="" type="checkbox"/> Numerical Estimation <input checked="" type="checkbox"/> Job Task Planning and Organizing <input checked="" type="checkbox"/> Decision Making <input checked="" type="checkbox"/> Problem Solving <input checked="" type="checkbox"/> Finding Information 	<p><u>OSP Work Habits</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Working safely <input checked="" type="checkbox"/> Teamwork <input type="checkbox"/> Reliability <input type="checkbox"/> Organization <input type="checkbox"/> Working Independently <input type="checkbox"/> Initiative <ul style="list-style-type: none"> Self-advocacy <input type="checkbox"/> Customer service <input type="checkbox"/> Entrepreneurship
<p>Type of software used in creation of resource</p>	<p>MS Word</p>	
<p>Permission has been obtained to reproduce and adapt this resource for educational purposes only.</p>		