Employability Skills Crosswalk

Employability Skills Curriculum	USDE- Employability Skills	PDE- Academic Standards for Career Ed and Work
Unit 1- Personal Qualities		
1.1 Expectations and Orientation 1.2 Professionalism	•Demonstrates responsibility and self-discipline •Takes responsibility for professional growth •Works independently •Takes initiative •Adapts and shows flexibility •Demonstrates a willingness to learn •Demonstrates integrity •Demonstrates professionalism •Displays positive attitude and sense of self-worth	13.1 Career Awareness and Preparation
Unit 2- Critical Thinking and Academic Skills		
2.1 Critical Thinking and Problem Solving 2.2 Strategic Planning and Idea Mapping	•Thinks critically •Thinks creatively •Makes sound decisions •Solves problems •Reasons •Plan and organizes •Uses reading skills •Uses writing skills •Uses mathematical strategies and procedures •Uses scientific principles and procedures	13.1 Career Awareness and Preparation
Unit 3- Communication Skills		
3.1 Verbal Communications 3.2 Writing Professional Resume's 3.3 Written Professional Communication	•Communicates verbally •Listens actively •Comprehends written material •Conveys information in writing •Observes carefully	13.1 Career Awareness and Preparation 13.2 Career Acquisition

3.4 Networking and Elevator Pitches		
Unit 4-Inerpersonal Skills		
4.1 It's All About Teamwork 4.2 Customer Service 4.3 Leadership Begins with Motivation and Initiation 4.4 Conflict Resolution 4.5 Diversity and Cultural Competence	•Understands teamwork and works with others •Responds to customer needs •Exercises leadership •Negotiates to resolve conflict •Respects individual differences	13.1 Career Awareness and Preparation 13.2 Career Acquisition
Unit 5 Data and Technology Use		
	•Understands and uses technology •Locate information •Organizes information •Uses information •Analyzes information •Communicates information	13.3 Career Retention and Advancement
Unit 6 Systems Thinking and Resource Management		
6.1 Entrepreneurship 6.2 A Business Plan	•Understands and uses systems •Monitors systems • Improves systems	13.4 Entrepreneurship

0.3 Employability Skills Crosswalk