

MAPPING OF ESSENTIAL EMPLOYABILITY SKILLS

PROGRAM NAME:

CODE
T= Taught
A= Assessed
CP = Culminating Performance

LEVEL ONE												
Course Number	Course Name	Essential Employability Skills										
		1	2	3	4	5	6	7	8	9	10	11

LEVEL TWO												
Course Number	Course Name	Essential Employability Skills										
		1	2	3	4	5	6	7	8	9	10	11

Essential Employability Skills – The graduate has reliably demonstrated the ability to:

1. Communicate clearly, concisely, and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience.
2. Respond to the written, spoken, or visual messages in a manner that ensures effective communication.
3. Execute mathematical operations correctly.
4. Apply a systematic approach to solve problems.
5. Use a variety of thinking skills to anticipate and solve problems.
6. Locate, select, organize, and document information using appropriate technology and information systems.
7. Analyze, evaluate, and apply relevant information from a variety of sources.
8. Show respect for the diverse opinions, values, belief systems, and contribution of others.
9. Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
10. Manage the use of time and other resources to complete projects.
11. Take responsibility for one’s actions, decisions and consequences.

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LEVEL THREE												
Course Number	Course Name	Essential Employability Skills										
		1	2	3	4	5	6	7	8	9	10	11

LEVEL FOUR												
Course Number	Course Name	Essential Employability Skills										
		1	2	3	4	5	6	7	8	9	10	11

Essential Employability Skills – The graduate has reliably demonstrated the ability to:

1. Communicate clearly, concisely, and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience.
2. Respond to the written, spoken, or visual messages in a manner that ensures effective communication.
3. Execute mathematical operations correctly.
4. Apply a systematic approach to solve problems.
5. Use a variety of thinking skills to anticipate and solve problems.
6. Locate, select, organize, and document information using appropriate technology and information systems.
7. Analyze, evaluate, and apply relevant information from a variety of sources.
8. Show respect for the diverse opinions, values, belief systems, and contribution of others.
9. Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
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