## **ATL Skills**



Skill	Sub-Skill	I am able to
Communication	Public speaking and presenting Debating and discussing Social communication	<ul> <li>Speak in public, make presentations and write confidently across genres and audiences, using various techniques &amp; media</li> <li>Organise and depict information logically</li> <li>Formulate an argument</li> <li>Participate in formal and informal discussions &amp; debates articulating views and opinions clearly and coherently</li> <li>Communicate confidently and effectively in social situations</li> <li>Listen with empathy and read non-verbal cues</li> </ul>
Social	Collaboration Digital citizenship	<ul> <li>Actively, respectfully, and productively collaborate, virtually and face to face, to create a product</li> <li>Manage and resolve conflict, build consensus, make fair and equitable decisions, listen actively to other perspectives, negotiate effectively, and encourage others to contribute</li> <li>Exercise leadership and take on various roles within groups</li> <li>Effectively manage personal online digital presence with an understanding of rights, responsibilities and the law</li> </ul>
	<b>Relationship</b> Intercultural	<ul> <li>responsibilities, and the law</li> <li>Use technology and social media responsibly and effectively for personal and career development</li> <li>Demonstrate and use digital literacy to enhance learning &amp; understanding</li> <li>Develop, sustain, and understand relationships with family, friends, peers</li> <li>Demonstrate empathy by understanding others' values and perspectives</li> <li>Embrace ideas, cultures and connections</li> </ul>
		<ul> <li>Be open-minded to different perspectives</li> <li>Adapt behaviour according to the cultural context</li> </ul>
Self Management	Metacognition Organisational	<ul> <li>Understand self as a learner and organise accordingly</li> <li>As a self directed learner, manage time, tasks, and information effectively, efficiently, and productively to be accountable for actions and behaviour</li> <li>Plan, prioritise, and take action to achieve goals</li> <li>Be flexible to change</li> </ul>
	Affective	<ul> <li>Practice mindfulness</li> <li>Through self-motivation, develop self-confidence, perseverance, resilience, and regulate emotions</li> <li>Manage my well-being, social and emotional needs, health &amp; stress</li> <li>Recognise technology distractions and when to limit devices</li> </ul>
	Reflection	<ul> <li>Give and receive meaningful feedback</li> <li>Use experiences and accomplishments for reflection and learning</li> <li>Set, assess, review and revise my goals</li> </ul>
Research	Information literacy Digital literacy	<ul> <li>Form a research question</li> <li>Find, select, edit, prioritise, interpret, and reframe information</li> <li>Evaluate information sources</li> <li>Respect academic integrity by giving credit</li> <li>Select and use appropriate online tools to find, filter, edit, prioritise, organise, and present</li> </ul>

