

Essential Skills

Reading Document Use Writing Numeracy
 Oral Communication Thinking Working with Others
 Computer Use Lifelong Learning

Essential Skills: for Fun - for Work - for Life

Reading: People can read books, pamphlets, information sheets, newspapers, and other documents.



Oral Communication: People can talk to others - to give or obtain information or directions, and to share stories.



Document Use: People can understand and use documents that have text, graphs, symbols, numbers and colours.



Thinking: People can solve problems, make decisions, plan and organize tasks, use memory, and find information.



Writing: People can fill out forms or a cheque. They can write things like a letter, a list, a recipe, a story, or an email.



Working with Others: People can cooperate with others to carry out tasks and work as part of a team.



Numeracy: People can use and understand numbers and money. They can measure weight, volume, and size.



Computer Use: People can use computers and software, and get information from the Internet.



Lifelong Learning: People learn and use new skills and knowledge throughout their life. They look for new challenges and experiences. They share their skills and knowledge with others.



Community - Essential Skills

Frank and Sara live in a northern community. Their family includes Grandma Rose and three children: Robert, 10, Tracy, 7, and Maggie, 2. Sara works at the band office. Frank drives the town's water truck and builds houses.

Reading	<ul style="list-style-type: none">▪ Frank, Sara, and Grandma Rose read the local newspaper.▪ Tracy and Robert read posters at the arena.
Document Use	<ul style="list-style-type: none">▪ Sara fills out a form to apply for a daycare space for Maggie.▪ Sara and Frank vote at the band council election.
Writing	<ul style="list-style-type: none">▪ Grandma Rose writes out recipes for her cooking classes.▪ Sara writes to the school board about a new daycare centre at the high school.
Numeracy	<ul style="list-style-type: none">▪ Grandma Rose weighs potatoes and apples at the food bank. She counts the number of people that visit the food bank.▪ Sara does the budget for the daycare board every year.
Oral Communication	<ul style="list-style-type: none">▪ Sara and Frank ask questions at a community meeting.▪ Grandma Rose tells stories once a week at the daycare.
Thinking	<ul style="list-style-type: none">▪ Sara and Frank think about who to vote for.▪ Tracy and Robert plan some kids' activities for the BBQ.
Working with Others	<ul style="list-style-type: none">▪ The whole family helps organize a neighbourhood BBQ.▪ Frank helps some hunters butcher caribou meat and take it to the Elders.
Computer Use	<ul style="list-style-type: none">▪ Sara makes a poster for a meeting about the new daycare at the high school.▪ Robert goes online to find new ideas for kids' activities.
Lifelong Learning	<ul style="list-style-type: none">▪ Frank attends a workshop for volunteer firefighters.▪ Grandma Rose gives cooking lessons once a month for people who come to the food bank.