**EMPLOYABILITY AND SELF-DEVELOPMENT**

**Learning Outcome 1: ACTIVITY 2**

**INDIVIDUAL ACTIVITY**

**Examples of your own employability skills**

For each category of employability skills, discuss examples that one or more of you has and record at least three examples for each category of employability skills and how you acquired them.

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| **Category** | **Employability skills** | **How these skills were acquired** |
| **Self-management** | **Time management**  **Punctuality** |  |
| **Problem-solving** |  |  |
| **Category** | **Employability skills** | **How skills might be acquired through life activities** |
| **Working together and communication** | **Collaboration**  **Flexibility**  **Responsiveness** |  |
| **Understanding business** | **Customer awareness** |  |
| **Functional skills** |  |  |