#### IN2015 Skills Map

Complete the boxes to rate your knowledge/experience for each skill. Evidence the rating you give by writing what experience you have for each skill. Then, rate your level of priority for developing each skill (low, medium or high). **See the example at the top of the skills map as a guide.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Transferable Skills** | | | | **Little or no knowledge or experience** | | **Have little competence** | | **Have moderate competence** | | **Feel very competent** | | **Evidence/Examples to justify your ratings.** | | **Priority to develop (low, medium, high)** |
| ***Example*** | | ***Presentation skills (oral)*** | |  | |  | |  | | ***X*** | | ***During my first year at City, I had to deliver complex, technical information to my peers and my lecturer as part of an assessed presentation at the end of a technical project.*** | | ***Low*** |
| **Cognitive ability** | | Innovation and idea generation | |  | |  | | x | |  | |  | |  |
| Critical and analytical thinking | |  | |  | | x | |  | |  | |  |
| Decision making | |  | |  | | x | |  | |  | |  |
| Initiative/pro-activity | |  | | x | |  | |  | |  | |  |
| Problem solving | |  | |  | |  | | x | |  | |  |
| Creativity | |  | |  | | x | |  | |  | |  |
| **Business Awareness** | | Professionalism | |  | |  | |  | | x | |  | |  |
| Commercial awareness | |  | |  | | x | |  | |  | |  |
| Customer orientation | |  | |  | | X | |  | |  | |  |
| Working towards an overall goal/ strategy | |  | |  | |  | | X | |  | |  |
| Working with good ethical standards | |  | |  | |  | | X | |  | |  |
| Entrepreneurial skills | | X | |  | |  | |  | |  | |  |
| **Communication** | | Interpersonal skills | |  | |  | |  | |  | |  | |  |
| Explaining and articulating ideas | |  | |  | | X | |  | |  | |  |
| Influencing/negotiating/ persuading | |  | | X | |  | |  | |  | |  |
| Listening and interpreting | |  | |  | | X | |  | |  | |  |
| Presentation skills (oral) | |  | | X | |  | |  | |  | |  |
| Written communication | |  | | X | |  | |  | |  | |  |
| **Performance** | | Leadership | |  | | X | |  | |  | |  | |  |
| Independent working | |  | |  | | X | |  | |  | |  |
| Team working | |  | |  | |  | | X | |  | |  |
| Planning and prioritising | |  | |  | | X | |  | |  | |  |
| Time management/ meeting deadlines | |  | |  | | X | |  | |  | |  |
| Adaptability/flexibility | |  | |  | |  | | X | |  | |  |
| **Professional Development** | | Career management | |  | |  | | X | |  | |  | |  |
| Self-reflection | |  | | X | |  | |  | |  | |  |
| Self confidence | |  | | X | |  | |  | |  | |  |
| Motivation | |  | |  | | x | |  | |  | |  |
| Willingness to learn | |  | |  | |  | | X | |  | |  |
| **Other** | |  | |  | |  | |  | |  | |  | |  |
|  | |  | |  | |  | |  | |  | |  |
|  | |  | |  | |  | |  | |  | |  |
| **Technical Skills** | | | **Little or no knowledge or experience** | | **Have little competence** | | **Have moderate competence** | | **Feel very competent** | | **Evidence/Example for your rating** | | **Priority to develop (low, medium, high)** | |
| **Programming Languages** | Java | |  | |  | |  | | x | |  | |  | |
| .NET | | X | |  | |  | |  | |  | |  | |
| C# | | X | |  | |  | |  | |  | |  | |
| C++ | |  | |  | | X | |  | |  | |  | |
| JavaScript | |  | | X | |  | |  | |  | |  | |
| Python | |  | |  | | X | |  | |  | |  | |
| Objective C | | X | |  | |  | |  | |  | |  | |
| Visual Basic | | X | |  | |  | |  | |  | |  | |
| **Databases** | Oracle | | x | |  | |  | |  | |  | |  | |
| Access | | x | |  | |  | |  | |  | |  | |
| SQL | |  | |  | | x | |  | |  | |  | |
| **Web Technologies** | Flash | | x | |  | |  | |  | |  | |  | |
| CSS | |  | |  | | x | |  | |  | |  | |
| php | | X | |  | |  | |  | |  | |  | |
| Ruby | | x | |  | |  | |  | |  | |  | |
| JQuery | | x | |  | |  | |  | |  | |  | |
| HTML | |  | |  | |  | | x | |  | |  | |
| WordPress | | x | |  | |  | |  | |  | |  | |
| Dreamweaver | | x | |  | |  | |  | |  | |  | |
| **Operating Systems** | LINUX | | x | |  | |  | |  | |  | |  | |
| Mac OS | | x | |  | |  | |  | |  | |  | |
| Windows | |  | |  | |  | | x | |  | |  | |
| **MS Software** | Outlook | |  | |  | |  | | X | |  | |  | |
| Word | |  | |  | |  | | X | |  | |  | |
| PowerPoint | |  | |  | |  | | X | |  | |  | |
| Excel | |  | | X | |  | |  | |  | |  | |
| Project | | X | |  | |  | |  | |  | |  | |
| Sharepoint | |  | |  | |  | | X | |  | |  | |
| Visio | | x | |  | |  | |  | |  | |  | |
| **Other** |  | |  | |  | |  | |  | |  | |  | |
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