

P2C Career Explorer Employability Skills

Table of Contents



| Lesson Code | Lesson | Level | Strand | Lesson Focus |
|----------------|--|--------------|----------------------------|--|
| EMPLOYA | BILITY SKILL: INTERPERSONAL S | KILLS | | |
| ESP-1.1 | Understanding Interpersonal Skills | Beginner | Effective Relationships | Effective Communication Basics to Build Positive Relationships |
| ESP-1.2 | Why Do Interpersonal Skills Matter? | Intermediate | Effective Relationships | How to Strengthen Your Interpersonal Skills |
| ESP-1.3 | Advanced Communication Skills Today and Beyond | Advanced | Effective Relationships | Advanced Communication Strategies to Build and Maintain Relationships |
| EMPLOYA | BILITY SKILL: PERSONAL QUALIT | IES | | |
| ESP-2.1 | Understanding Personal Qualities | Beginner | Effective Relationships | Personal Qualities Basics in Relationship Building |
| ESP-2.2 | Why Do Personal Qualities Matter? | Intermediate | Effective Relationships | Building Relationships with Personal Qualities & How to Strengthen Your Personal Qualities |
| ESP-2.3 | Leveraging Your Personal Quality Skills for Success in Life | Advanced | Effective Relationships | Self-Awareness and Reflection in Developing a Growth Mindset |
| EMPLOYA | BILITY SKILL: RESOURCE MANAG | EMENT | | |
| ESP-3.1 | Resource Management 101 | Beginner | Workplace Skills | Resource Management Basics & Resource Management Tools and Resources |
| ESP-3.2 | How Do Resource Management Skills Benefit Me in Life? | Intermediate | Workplace Skills | Best Practices in Resource Management & Benefits of Resource Management Skills |
| ESP-3.3 | Leveling Up Resource Management Skills for a Better Today and Awesome Tomorrow | Advanced | Workplace Skills | Resource Management for Post- Secondary Transitions |
| EMPLOYA | BILITY SKILL: INFORMATION USE | | | |
| ESP-4.1 | Locating and Citing Reliable Information | Beginner | Workplace Skills | How to Identify Reliable Information & Distinguishing Fact v. Opinion |
| ESP-4.2 | Information Use: Communicating Reliable Information | Intermediate | Workplace Skills | Best Information Use Practices in a Digital World |
| ESP-4.3 | Information Use: Advancing Information Literacy | Advanced | Workplace Skills | Advancing Your Information Literacy Skills |
| EMPLOYA | BILITY SKILL: COMMUNICATION SI | KILLS | | |
| ESP-5.1 | Communication Skills are Life Skills | Beginner | Workplace Skills | Written, Verbal, and Nonverbal Communication Basics |
| ESP-5.2 | Strengthening Communication through Active Listening | Intermediate | Workplace Skills | The Role of Active Listening in Communication |





| Lesson Code | Lesson | Level | Strand | Lesson Focus |
|----------------|--|--------------|----------------------|--|
| ESP-5.3 | The Power of Empathy in Communication | Advanced | Workplace Skills | Applying Empathy in Communication |
| EMPLOYA | BILITY SKILL: SYSTEMS THINKING | 3 | | |
| ESP-6.1 | What is a System? | Beginner | Workplace Skills | Understanding the Anatomy of a System & Exploring Simple Systems |
| ESP-6.2 | A Deeper Dive: The Role of Cause and Effect in Systems Thinking | Intermediate | Workplace Skills | Analyzing the Role of Cause-and-Effect |
| ESP-6.3 | Systems are All Around Us! | Advanced | Workplace Skills | Analyzing How System Components Are Interdependent |
| EMPLOYA | BILITY SKILL: TECHNOLOGY USE | | | |
| ESP-7.1 | Digital Literacy: Technology Use 101 | Beginner | Workplace Skills | Understanding Technology Terms |
| ESP-7.2 | Digital Literacy: Emerging Technologies in the Classroom | Intermediate | Workplace Skills | Emerging Technologies in Education and Digital Literacy |
| ESP-7.3 | Digital Literacy: Recognizing Digital Threats | Advanced | Workplace Skills | Advanced Cybersecurity Threats and Preventing Cybersecurity Attacks |
| EMPLOYA | BILITY SKILL: CRITICAL THINKING | ; | | |
| ESP-8.1 | Critical Thinking Skills are Life Skills | Beginner | Applied Knowledge | Understanding Critical Thinking Skills & Developing Logical Reasoning |
| ESP-8.2 | Strengthening Critical Thinking Skills in Everyday Life | Intermediate | Applied Knowledge | Critical Thinking v. Non-Critical Thinking & Benefiting from Strong Critical Thinking Skills |
| ESP-8.3 | Advancing Problem-Solving Strategies with Critical Thinking Skills | Advanced | Applied Knowledge | Advancing Problem-Solving Strategies in Real World Scenarios |
| EMPLOYA | BILITY SKILL: APPLIED ACADEMIC | SKILLS | | |
| ESP-9.1 | What are Applied Academic Skills? | Beginner | Applied Knowledge | Reading, Writing, Mathematical, and Scientific Thinking in Everyday Life |
| ESP-9.2 | The Answer to: "Why am I learning this?" | Intermediate | Applied Knowledge | Enhancing Academic Skills Today and Beyond |
| ESP-9.3 | Launching My Future with Applied Academic Skills | Advanced | Applied Knowledge | Strategic Study Skills & SMART Goal Setting and Future Planning |