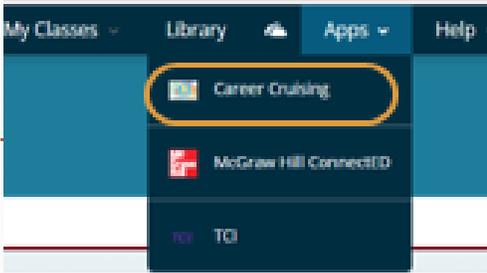
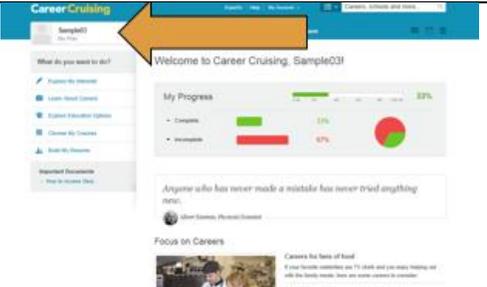
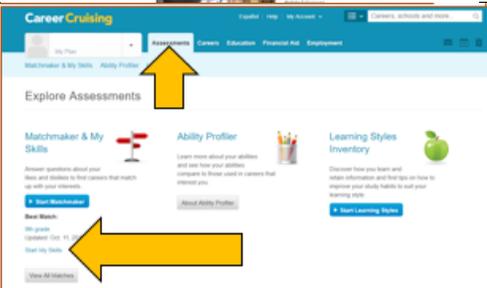
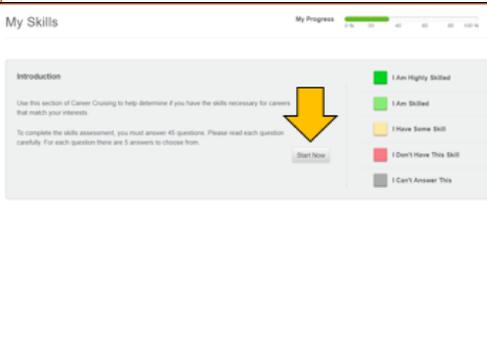
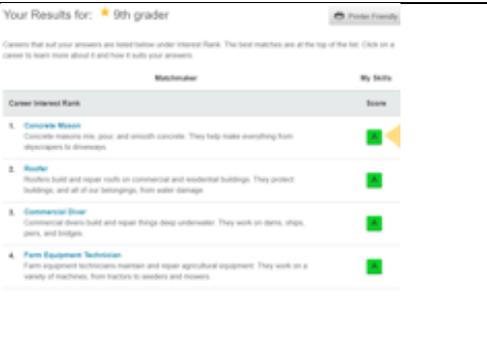
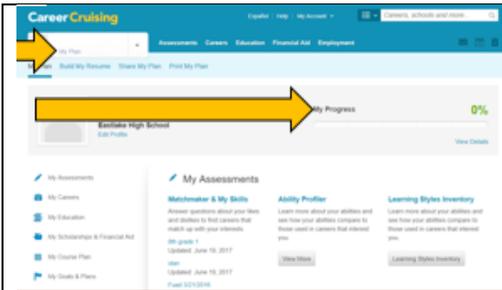


## My Skills Inventory

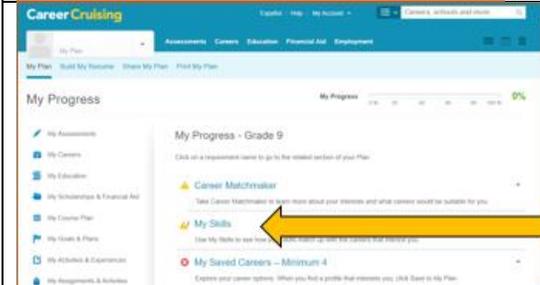
Welcome to one of your career cruising activities for your 9<sup>th</sup> grade year. This activity is designed to give you ideas around your personal skills and how they relate to your post-secondary plans. Completing this activity is necessary for the completion of your High School and Beyond Plan, a graduation requirement. Please carefully complete the directions below. Contact Ms. Bjorge ([kbjorge@lwsd.org](mailto:kbjorge@lwsd.org)) or Ms. McClellan ([kmcclellan@lwsd.org](mailto:kmcclellan@lwsd.org)) if you have any questions.

<p>PowerPoint Slide:</p> 	<p>Directions</p> <ul style="list-style-type: none"> <li>- Open a FireFox browser</li> <li>- Log in to PowerSchool Learning</li> <li>- In the top right corner click on 'Apps' and select 'Career Cruising' from the list provided</li> </ul>
	<ul style="list-style-type: none"> <li>- Click on 'My Plan' in the box on the left hand side under your name.</li> </ul>
	<p>Today you will complete the 'My Skills' inventory.</p> <ul style="list-style-type: none"> <li>- Click on 'Assessments' at the top</li> <li>- Click on 'Start My Skills' in the text block the bottom of the 'Matchmaker and My Skills' block</li> </ul>
	<p>Use this section of Career Cruising to help determine if you have the skills necessary for careers that match your interests. To complete the 'My skills' assessment, you must answer 45 questions using the scale shown. You will be ranking your current skill level regarding some general activities such as working with your hands, being detail oriented and working with people. These are general skills, not something you would be learning from some form of post-secondary education. Please read each question carefully but do answer with your initial instinct. You can review and alter your answers later if you want to. There are 45 questions to answer.</p>
	<p>The results you will receive will look similar to this screenshot. Each career from your Matchmaker results has been scored based on your My Skill results to see how closely they align. A means a very good match, B is a good match, C is a fair match, D is a questionable match, and E is a Poor Match. You can click on any career listed to see the Central Aspects, Secondary Aspects, and some other Aspects to consider when picking this career. For example, if you click on 'Farm Equipment Technician' other aspects include things like Keeping Accurate Records and Lifting Heavy Things. Explore the careers identified for you.</p>

**The following steps will have you confirm that you have completed your 'My Skills' inventory to the best of your ability. If you do not complete the following steps, your work will not be checked off.**

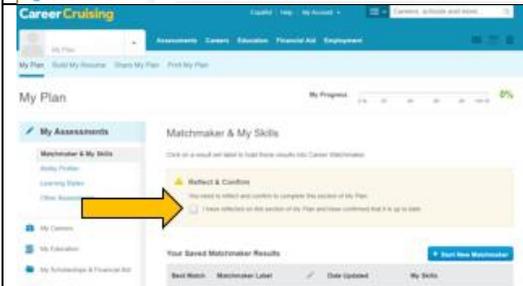


- Click on 'My plan' under our name
- Select the 'My progress' bar on the right side



On the My Progress page, you should see 'My Skills' with a yellow triangle next to it.

- Click on 'My Skills'



- Check the box where it says "reflect and confirm"  
These steps are saying that you have completed your 'My Skills' inventory to the best of your current ability.

**Your 'My Progress' bar at the top of the page should now have increased by about 16%.**