

Lesson 3 – Essential Skills

What are Essential Skills?

Essential Skills are the skills people use to carry out a wide variety of everyday life and work tasks.

Why are Essential Skills so important?

- essential skills are used in nearly every job and at different levels of complexity
- provide the foundation for learning all other skills
- enable people to evolve with their jobs and adapt to workplace change

There are 9 essential skills:

1. Reading
2. Document Use
3. Writing
4. Oral Communication
5. Numeracy
6. Thinking Skills
7. Working with Others
8. Digital Technology
9. Continuous Learning



Essential Skills Workshop PowerPoint – Teacher's notes are included in PowerPoint.

