Common Employability Outcomes (Knowledge, Skills, and Attitudes)

To support a student's ability to identify knowledge, skills, and attitudes developed through experiential learning, University of Guelph experiences are tagged with common employability outcomes.

Divided into three domain (knowledge, skills, and attitudes) the 26 outcomes are derived from a variety of employability resources including the Conference Board of Canada, National Association of Colleges and Employers, and the World Economic Forum (PDF). This list is not meant to be representative of everything that could be an employability outcome, but rather those that were mentioned frequently across sources.

Questions

For questions about this document or to receive it in an alternate format, please contact the University of Guelph Experiential Learning Team (experience@uoguelph.ca).

Knowledge Domain

Relates to information and its application.

Knowledge	Includes the ability to…
Cultural and Civic	Make sense of and apply concepts, theories, and practices from the arts and humanities.
Digital and Technical	Make sense of and apply concepts, theories, and practices from communication, scientific, mechanical, and design technologies.
Business and Financial	Make sense of and apply concepts, theories, and practices of business, management, and finance.
Mathematical	Make sense of and apply mathematical concepts, theories, and practices.
Scientific	Make sense of and apply scientific concepts, theories, and practices from the natural, social, and applied sciences.

Skills Domain

Relates to the ability to do. Divided into 4 skill clusters.

Communication Skills	Includes the ability to…
Oral Communication	Exchange information and ideas with other people through speech, active listening, and non-verbal cues.
Visual Communication	Find, interpret, evaluate, use, and create images and visual media.
Written Communication	Communicate information and ideas through written or typed text.

Critical & Creative Thinking Skills	Includes the ability to…
Creativity and Innovation	Imagine and devise new ways of addressing problems, answering questions, or expressing meaning through the application, synthesis, or repurposing of knowledge.
Critical and Analytical Thinking	Identify, analyze, and evaluate situations, ideas and information.
Knowledge Integration	Integrate and apply relevant information from a variety of sources into new or broader contexts.
Problem-Solving	Assess, prioritize, and evaluate potential solutions to problems by asking relevant questions, identifying root causes, and gathering facts.

Interpersonal Skills	Includes the ability to…
Conflict Management	Identify sources of conflict and take steps to minimize or overcome disharmony.
Leadership	Direct, guide, and motivate others to accomplish a common goal or purpose.
Social and Cultural Agility	Communicate, interrelate, and function well in diverse social and cultural settings.
Teamwork and Collaboration	Contribute to the shared purpose of a group, network or partnership through a commitment to sharing power, resources, expertise, and perspectives.

Project Management Skills	Includes the ability to…
Decision-Making	Make timely decisions based on thorough assessment of short- and long-term effects, recognizing political and ethical implications on those affected.
Information Management	Locate, select, organize, and document information from a variety of sources using appropriate technology and information systems.
Planning and Organizing	Establish tasks and allocate resources to meet objectives, monitor progress, and revise plans to reflect new information.
Time Management	Manage several tasks at once, being able to set priorities and allocate time efficiently to meet deadlines.

Attitudes Domain

Relates to personal characteristics and traits.

Attitudes	Includes the ability to…
Adaptability	Show flexibility and openness to changing plans, methods, opinions or goals in light of new information and changing circumstances. Ability to work both independently and part of a team.
Curiosity	Ask questions and demonstrate open-mindedness and inquisitiveness.
Initiative	Willingness to proactively take on responsibilities and challenges.
Persistence	Sustain interest, effort and motivation to persevere in accomplishing a task or goal.
Responsibility	Set personal and professional goals, be accountable for actions, consider the needs of others, attend proactively to one's mental and physical wellbeing, and work safely.
Self-Awareness	Acknowledge and reflect on personal strengths, areas for development, values, limits, feelings, motivations, and biases.

Contributing Employability Resources

Employment and Social Development Canada. (2015). *Guide to essential skills profiles*. Retrieved February 22, 2018, from https://www.canada.ca/en/employment-social-development/programs/essential-skills/profiles/guide.html

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National Association of Colleges and Employers. (n.d.). *Career Readiness Defined*. Retrieved February 22, 2018, from http://www.naceweb.org/career-readiness/competencies/career-readiness-defined/

Ontario Ministry of Advanced Education and Skills Development. (n.d.). *Essential Employability Skills*. Retrieved February 22, 2018, from http://www.tcu.gov.on.ca/pepg/audiences/colleges/progstan/essential.html

Rhodes, T. (2009). *Assessing outcomes and improving achievement: Tips and tools for using the rubrics.* Washington, DC: Association of American Colleges and Universities. Retrieved from https://www.aacu.org/value-rubrics

The Conference Board of Canada. (n.d.). *Employability Skills*. Retrieved February 22, 2018, from http://www.conferenceboard.ca/spse/employability-skills.aspx

World Economic Forum. (2015). *New Vision for Education: Unlocking the Potential of Technology.* Geneva: World Economic Forum. Retrieved February 22, 2018, from http://widgets.weforum.org/nve-2015/ or http://www3.weforum.org/docs/WEFUSA_NewVisionforEducation_Report2015.pdf