



Skills: School to Workplace

Instructions:

We start developing soft skills and technical skills in school. A lot of the time, these skills can be transferred to the workplace. Fill out the chart with skills you have already gained in school. Then identify whether it is a soft skill or a technical skill, and if it could be transferred to the workplace.

Skills I have	Soft Skill	Technical Skill	Can Transfer to the Workplace
Example: I turn in my work on time.	✓		✓
Example: I can make Google PowerPoint presentations.		✓	✓