

Personal Learning and Thinking Skills Student Recording Document

Name:

Group/class:

Diploma subject:

Independent enquirer	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.	
<ul style="list-style-type: none"> Work out what questions to ask to answer a problem 		√
<ul style="list-style-type: none"> Plan and carry out research, understanding what my decisions might lead to 		
<ul style="list-style-type: none"> Look at situations, issues and problems in lots of different ways 		
<ul style="list-style-type: none"> Review the information I have to see if it is useful or important 		
<ul style="list-style-type: none"> Understand how different people's views or unplanned events might alter my plans 		
<ul style="list-style-type: none"> Back up my conclusions with reasoned arguments and evidence 		

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Creative thinker	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.
<ul style="list-style-type: none"> • Come up with ideas and possibilities 	✓
<ul style="list-style-type: none"> • Ask questions and think more widely 	
<ul style="list-style-type: none"> • Think of new ways to link my ideas and experiences with those of other people 	
<ul style="list-style-type: none"> • Question what I and others think about how to approach an activity 	
<ul style="list-style-type: none"> • Try new ways of doing things and see if they work 	
<ul style="list-style-type: none"> • Change my ideas if I need to because of things around me changing 	

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Reflective learner	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.
<ul style="list-style-type: none"> • Notice when I or others do things well 	✓
<ul style="list-style-type: none"> • Set goals with steps to help me achieve them 	
<ul style="list-style-type: none"> • Check how things are going and act on anything I need to do to be successful 	
<ul style="list-style-type: none"> • Ask for feedback on how I am doing and respond positively to suggestions that are made to help me improve 	
<ul style="list-style-type: none"> • Use what I have done and learned to help me understand what I need to do next to make the outcome more successful 	

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Team worker	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.
<ul style="list-style-type: none"> • Work with others to achieve targets 	√
<ul style="list-style-type: none"> • Be able to discuss issues and make decisions as part of a team 	
<ul style="list-style-type: none"> • Think about my behaviour and adapt it depending on how things are going in the team 	
<ul style="list-style-type: none"> • Be fair and understand how others may feel 	
<ul style="list-style-type: none"> • Be responsible and confident about what I have to say and show I can be a leader 	
<ul style="list-style-type: none"> • Be able to tell people how they are getting on and make helpful suggestions to improve what they are doing 	

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Self-manager	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.	✓
<ul style="list-style-type: none"> Find challenges and be able to be flexible when things change 		
<ul style="list-style-type: none"> Work towards goals, be able to do things by myself without giving up 		
<ul style="list-style-type: none"> Organise my time, be able to work out the best order to do things and be prepared for where things might go wrong 		
<ul style="list-style-type: none"> Be able to balance my work with my social/personal life 		
<ul style="list-style-type: none"> Respond well to change and ask for help when I need it 		
<ul style="list-style-type: none"> Develop my emotional intelligence and my relationships 		

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Effective participator	Make a note to record when and how you needed to use this skill. How successful was it? Add a tick in the column if you feel it went really well.
<ul style="list-style-type: none"> Discuss things that concern me and find a solution when needed 	✓
<ul style="list-style-type: none"> Be persuasive (change someone's mind) 	
<ul style="list-style-type: none"> Suggest practical ways of doing things by breaking them down into steps to make things easier 	
<ul style="list-style-type: none"> Find better ways of doing something that improve it for me and for others 	
<ul style="list-style-type: none"> Try to influence others, to find a solution that works for everyone 	
<ul style="list-style-type: none"> Be able to explain someone else's point of view and support them even if you don't agree with it 	