Learning Skills Program - Core Skills Chart

Metacognition *"Thinking About How I Learn"*

Self-Knowledge **Strengths & Challenges** **Self-Reflection** **Goal-Setting** **Mindset (Fixed vs. Growth)** **Self-Care**

Executive Function Skills

Organization
- Materials
- Time management
- Planning
- Preparedness

Task Completion
- Getting started / task initiation
- Setting priorities
- Following directions
- Attention to detail
- Nightly homework
- Breaking down complex tasks (essays, projects, studying, etc)
- Meeting deadlines

Self-regulation
- Sustaining effort
- Persistence & perseverance
- Sustaining attention
- Managing distractions
- Regulating emotions
- Flexible thinking
- Establishing routines

Working Memory
- Underlining key instructions
- Creating to-do lists
- Setting reminders
- Verbalizing the very next step

Learning & Academic Strategies

Active Reading
- Background/context
- Scanning
- Annotating
- Summarizing
- Comprehension
- Analysis

Active Studying
- Accessing resources
- Study & retention strategies
- Study environment

Accessing Technology Tools
- Organization
- Focus & productivity
- Reading
- Speech-to-text
- Note-taking
- Studying & review

Writing Process
- Brainstorming
- Researching
- Outlining
- Drafting
- Revising
- Editing
- Citations
- Formatting & style

Taking Tests & Quizzes
- Following instructions
- Test taking strategies
- Reflecting on experience

Science, Math & Technology
- Critical thinking
- Estimating & number-sense
- Showing work
- Interpreting questions & data

Communication Skills

Engagement
- Note-taking
- Participation in discussion
- Collaboration with peers
- Active listening
- Asking questions
- Responding to feedback
- Seating location

Self-Advocacy
- Use of accommodations
- Asking for help
- Accepting help
- Communication with faculty
- Accessing subject-specific resources
- Navigating challenges
- College transition process

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Dublin School's Long-Term Transfer Goals:

Seek and appreciate different perspectives. ***Reflect on your learning and be open to growth.***

Synthesize and apply your learning. ***Respond to adversity with resilience.*** ***Communicate creatively & effectively.***

Collaborate and contribute for the good of the community. ***Engage in learning with curiosity and passion.***