Self-Evaluation of Skills and Abilities

Look back at your list (text page 33) and at those skills that you circled. In the following spaces, write at least five (and as many as ten) of your top self-management skills that you would like to use in a career.

**Self-Management Skills and Abilities that I possess:**

1. __________________________
2. __________________________
3. __________________________
4. __________________________
5. __________________________
6. __________________________
7. __________________________
8. __________________________
9. __________________________
10. __________________________

Now list at least five (and as many as ten) self-management skills that you would like to develop.

**Self-Management Skills and Abilities that I would like to develop:**

1. __________________________
2. __________________________
3. __________________________
4. __________________________
5. __________________________
6. __________________________
7. __________________________
8. __________________________
9. __________________________
10. __________________________
After completing the assessment on pages 36-40 in your text, write those skills and abilities that you possess (circled items) in the following spaces:

**Functional Skills and Abilities that I possess:**

1. _____________________________  
2. _____________________________  
3. _____________________________  
4. _____________________________  
5. _____________________________  
6. _____________________________  
7. _____________________________  
8. _____________________________  
9. _____________________________  
10. _____________________________

Now write those skills and abilities that you would like to develop (checked items) in the following spaces:

**Functional Skills and Abilities that I would like to develop:**

1. _____________________________  
2. _____________________________  
3. _____________________________  
4. _____________________________  
5. _____________________________  
6. _____________________________  
7. _____________________________  
8. _____________________________  
9. _____________________________  
10. _____________________________

Now think of some of your work content skills and list them in the following spaces:

1. _____________________________  
2. _____________________________  
3. _____________________________  
4. _____________________________  
5. _____________________________  
6. _____________________________  
7. _____________________________  
8. _____________________________  
9. _____________________________  
10. _____________________________