

<b>Work Habits</b>	<b>Collaboration</b>	<b>Communication</b>	<b>Information Literacy</b>	<b>Reflection</b>	<b>Thinking</b>	<b>Connecting Ideas</b>
<p><b><u>Organization</u></b></p> <ul style="list-style-type: none"> <li>- Bring correct resources and equipment to class</li> <li>- Record information accurately</li> <li>- Use data, tables, graphs, charts and move between them.</li> <li>- Manage own materials and resources (lockers, binders, student planners)</li> </ul> <p><b><u>Time Management</u></b></p> <ul style="list-style-type: none"> <li>- Be punctual</li> <li>- Use student planner</li> <li>- Hand in assignments on time</li> <li>- Set goals and plan tasks</li> <li>- Complete homework on time</li> </ul> <p><b><u>Motivation and Engagement</u></b></p> <ul style="list-style-type: none"> <li>- Work independently</li> <li>- Pay attention in class</li> <li>- Follow instructions</li> <li>- Appreciate knowledge</li> <li>- Use a process approach to homework</li> <li>- Finish assignments</li> </ul> <p><b><u>Presentation of Work</u></b></p> <ul style="list-style-type: none"> <li>- Present work clearly and confidently</li> </ul>	<p><b><u>Working with others</u></b></p> <ul style="list-style-type: none"> <li>- Invite and accept other people's ideas</li> <li>- Respect others</li> <li>- Identify ways to listen and respond with understanding and kindness</li> <li>- Cooperate with others</li> <li>- Help others with their work</li> <li>- Direct others and follow directions</li> <li>- Contribute to discussions</li> <li>- Work with all group members</li> <li>- Identify others' strengths and weaknesses</li> </ul> <p><b><u>Face Challenges</u></b></p> <ul style="list-style-type: none"> <li>- Talk about different ideas and choose best options</li> </ul>	<p><b><u>Be Literate</u></b></p> <ul style="list-style-type: none"> <li>- Identify text conventions in spoken and written presentations</li> <li>- Investigate different reading strategies</li> <li>- Understand and use information from various sources</li> <li>- Able to read statistics, graphs, tables, charts, etc</li> </ul> <p><b><u>Learn With Others</u></b></p> <ul style="list-style-type: none"> <li>- Respond to teachers' questions</li> <li>- Ask for help in class</li> <li>- Listen to others</li> <li>- Follow peers' instructions</li> <li>- Ask questions</li> <li>- Give constructive feedback</li> </ul> <p><b><u>Be Informed</u></b></p> <ul style="list-style-type: none"> <li>- Find ideas and information from different sources</li> </ul> <p><b><u>Inform Others</u></b></p> <ul style="list-style-type: none"> <li>- Draw and label diagrams and graphs appropriately</li> <li>- Describe simple forms/ ideas</li> <li>- Explain a simple process</li> <li>- Direct others</li> </ul>	<p><b><u>Access information</u></b></p> <ul style="list-style-type: none"> <li>- Understand the arrangement of the library</li> <li>- Locate and access materials</li> <li>- Understand and use parts of books: table of contents, index, glossary</li> <li>- Use the OPAC to locate and access materials</li> <li>- Use Cat's Den to access and use databases</li> </ul> <p><b><u>Use Media</u></b></p> <ul style="list-style-type: none"> <li>- Use Word and PowerPoint as presentation resources</li> </ul> <p><b><u>Select and Organize Information</u></b></p> <ul style="list-style-type: none"> <li>- Follow a research process</li> <li>- Choose useful information</li> <li>- Identify main ideas</li> </ul> <p><b><u>Be Honest</u></b></p> <ul style="list-style-type: none"> <li>- Identify other's work and ideas</li> <li>- Use a bibliography to reference books, websites graphics, databases and other sources</li> <li>- Write information in own words</li> </ul>	<p><b><u>Be Self Aware</u></b></p> <ul style="list-style-type: none"> <li>- Be aware of own strengths and weaknesses</li> <li>- Understand the value of self analysis/criticism</li> <li>- Identify learning styles and multiple intelligences</li> </ul> <p><b><u>Improve Ideas and Work</u></b></p> <ul style="list-style-type: none"> <li>- Use criteria to assess peers and self</li> <li>- Describe and evaluate work processes</li> <li>- Describe own study targets</li> <li>- Choose ways to achieve targets</li> </ul>	<p><b><u>Apply Past Knowledge</u></b></p> <ul style="list-style-type: none"> <li>- Form and justify own opinion</li> <li>- Refer to previous experiences</li> <li>- Make analogies</li> </ul> <p><b><u>Generate Ideas</u></b></p> <ul style="list-style-type: none"> <li>- Use simple thinking tools</li> <li>- Identify a different point of view</li> <li>- Estimate, speculate, and predict based on information or logic</li> </ul> <p><b><u>Organise Ideas</u></b></p> <ul style="list-style-type: none"> <li>- Arrange and categorize information and ideas</li> </ul> <p><b><u>Inquire</u></b></p> <ul style="list-style-type: none"> <li>- Create and use own questions</li> <li>- Use guiding questions</li> </ul> <p><b><u>Pose Problems</u></b></p> <ul style="list-style-type: none"> <li>- Identify real world problems</li> </ul>	<p><b><u>Make Connections</u></b></p> <ul style="list-style-type: none"> <li>- Recognizes similar contexts</li> <li>- Use ideas and skills taught in one subject to apply in another</li> </ul> <p><b><u>Appreciate Culture</u></b></p> <ul style="list-style-type: none"> <li>- Engage in learning about different cultures</li> <li>- Participate in Zambia Week and AIDS Week</li> <li>- Appreciate and understand different experiences</li> <li>- Identify cultural differences and similarities</li> </ul>