

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