



SKILLS AND EXPERIENCE

Part 1 – Learning inventory. Use the list below to do an inventory of the skills and competencies you developed in your experiences (use one worksheet per experience). For each key skill, explain HOW you used it by providing a specific example. An effective story structure for this can be to use the CAR technique (Context + Action + Result). For more help check out the related Skills and Experience SAMPLE REFLECTIONS.

Name of My Experience:

Queen’s Learning Outcomes	Stories that show you have this skill
<p>Knowledge and Intellectual Capacities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Knowledge in area of specialization <input type="checkbox"/> Creative Thinking <input type="checkbox"/> Problem Solving <input type="checkbox"/> Critical Thinking <input type="checkbox"/> Quantitative Literacy <input type="checkbox"/> Information Literacy <input type="checkbox"/> Other: _____ 	
<p>Research-Focus, Practice-Oriented</p> <ul style="list-style-type: none"> <input type="checkbox"/> Foundations for lifelong learning <input type="checkbox"/> Application of knowledge <input type="checkbox"/> Knowledge Creation and Dissemination <input type="checkbox"/> Inquiry & Analysis <input type="checkbox"/> Other: _____ 	
<p>Leadership</p> <ul style="list-style-type: none"> <input type="checkbox"/> Initiative & Persistence <input type="checkbox"/> Nurturing Self & Others <input type="checkbox"/> Integrity & Social Responsibility <input type="checkbox"/> Other: _____ 	
<p>Interpersonal Capacities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Collaboration <input type="checkbox"/> Written & Oral Communication <input type="checkbox"/> Digital Literacies <input type="checkbox"/> Other: _____ 	
<p>Personal Capacities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Self-Management <input type="checkbox"/> Disposition to improve <input type="checkbox"/> Ethical Reasoning <input type="checkbox"/> Respecting diverse ways of knowing <input type="checkbox"/> Other: _____ 	
<p>Community Engagement</p> <ul style="list-style-type: none"> <input type="checkbox"/> Civic Engagement <input type="checkbox"/> Global Learning <input type="checkbox"/> Intercultural Competence <input type="checkbox"/> Other: _____ 	



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Part 2 – Deep Reflection. Using the same experience from Part 1, take your reflections deeper to pull out valuable insights about yourself and your experience that you can weave into stories in job interviews, applications for grad school, or to help inform your career decisions.

Deep Reflection Questions...	
What was the most challenging thing about this experience? How did I overcome it?	
What results or accomplishments came from my work? How did I achieve my goals?	
What impact did I have on those around me, or the environment I was in?	
How did this experience change me? What do I do or see differently now?	
What was the most significant thing about this experience for a potential employer? How could this experience help you make a bigger contribution?	
What is the biggest thing I learned? Why does it matter? How will I apply it in the future?	
Did it reveal any areas for future growth? Certain skills or knowledge that I want to improve? What specific goals can I set to grow in these specific areas?	