

# Lesson 3 – Essential Skills

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## What are Essential Skills?

Essential Skills are the skills people use to carry out a wide variety of everyday life and work tasks.

## Why are Essential Skills so important?

- Essential skills are used in nearly every job and at different levels of complexity.
- provide the foundation for learning all other skills
- enable people to evolve with their jobs and adapt to workplace change

## There are 9 essential skills:

1. Continuous Learning
2. Digital
3. Document Use
4. Numeracy
5. Oral Communication
6. Reading Text/Lecture
7. Thinking
8. Working with Others
9. Writing



**Essential Skills Workshop PowerPoint** – Teacher's notes are included in PowerPoint.

