



# The Life Skills Development Project

## Leaflet for Student

Learning for life has been the major mission of education. Guidance programs have been moving from a focus on the remedial towards the developmental and the preventive. The traditional subject curriculum has not been preparing students well for the changing society. Senior secondary graduates are expected to master a set of generic transferable skills to enhance their functioning in various life roles such as parents, citizens, friends and learners. The new focus will equip students with self knowledge, computer literacy, language literacy, financial management, social and emotional skills, decision-making and problem-solving skills, educational and career planning skills so as to cope with the ever changing social context.

Learning life skills competencies helps students develop their potentials and strengths, explore personal values, and develop their own personality, in order to solve problems in daily life and human relations. Students will be able to understand themselves and others with proper attitudes.

### Examples of Life Skills of Senior Secondary Students

Following are the examples of life skills competencies including Academic Development, Career Development, and Personal-Social Development which are expected to be mastered or should be enhanced by senior secondary students in Hong Kong.

#### Academic Development

<ul style="list-style-type: none"> <li>✍ Time Management           <ul style="list-style-type: none"> <li>♦ Plan before I do something.</li> <li>♦ Finish doing what I have to do within the specified time.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Study and Examination Skills           <ul style="list-style-type: none"> <li>♦ Form good learning habits.</li> <li>♦ Improve my techniques in writing, reading, listening, speaking and calculating.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Learning from Friends           <ul style="list-style-type: none"> <li>♦ Ask my friends for ways to solve problems about choosing a tertiary institution.</li> <li>♦ Seek information on universities or other tertiary institutions from my friends when I further my studies.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Educational Planning           <ul style="list-style-type: none"> <li>♦ Look for information on and be well prepared for further studies.</li> <li>♦ Collect each tertiary institution's information and the content of the courses they offer.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Being a Responsible Learner           <ul style="list-style-type: none"> <li>♦ Exercise the rights and responsibilities of a student.</li> <li>♦ Obey the regulations of school and classroom.</li> </ul> </li> </ul>

#### Career Development

<ul style="list-style-type: none"> <li>✍ Career Planning           <ul style="list-style-type: none"> <li>♦ Understand my abilities so as to help myself choose a career.</li> <li>♦ Choose tertiary courses wisely to prepare myself for my future career.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Gender Issues in Career           <ul style="list-style-type: none"> <li>♦ Make use of the good points of being a male/female at work.</li> <li>♦ Get along well with the opposite sex at work.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Vocational Training Selection           <ul style="list-style-type: none"> <li>♦ Select and enroll in some suitable courses to prepare myself for different economic situations and labor demand.</li> <li>♦ Understand a vocational training program before I enroll in it.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Job Hunt Preparation           <ul style="list-style-type: none"> <li>♦ Produce a job application letter for myself.</li> <li>♦ Produce a resume for myself.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Job Hunting           <ul style="list-style-type: none"> <li>♦ Look for suitable jobs according to my interest and ability.</li> <li>♦ Get help from some institutions and connections to help me find a job.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Career Goals Setting           <ul style="list-style-type: none"> <li>♦ Master the strategy to achieve my career goals.</li> <li>♦ Solve the problems I encounter in the process of achieving my career goals.</li> </ul> </li> </ul>

#### Personal-Social Development

<ul style="list-style-type: none"> <li>✍ Understanding Self           <ul style="list-style-type: none"> <li>♦ Make use of my strengths and improve my weakness.</li> <li>♦ Accept and like myself.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Understanding Others           <ul style="list-style-type: none"> <li>♦ Form friendships with others.</li> <li>♦ Stand in others' shoes and consider their feelings.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Avoiding Drugs, Drinking and Smoking           <ul style="list-style-type: none"> <li>♦ Prevent myself from forming the habits of excessive drinking, smoking or drug abuse.</li> <li>♦ Resist the temptation of smoking or excessive drinking.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Marriage and Family Responsibilities           <ul style="list-style-type: none"> <li>♦ Think over the relations between children and marriage when I prepare myself to be a parent.</li> <li>♦ Consider different factors that can affect marriage when I get married.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Handling Setbacks           <ul style="list-style-type: none"> <li>♦ Master problem-solving skills in face of problems.</li> <li>♦ Act according to circumstances in times of setbacks.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Health and Physical Training           <ul style="list-style-type: none"> <li>♦ Master the ways to stay healthy.</li> <li>♦ Develop a balanced eating habit.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>✍ Cooperation and Team Spirit           <ul style="list-style-type: none"> <li>♦ Cooperate with others to reach the team's goal when participating in activities.</li> <li>♦ Handle disputes in the process of cooperation when participating in activities.</li> </ul> </li> </ul>

✍	<b>Leadership Skills</b> <ul style="list-style-type: none"> <li>♦ Appropriately allocate the work to group members when leading an activity.</li> <li>♦ Organize and plan activities.</li> </ul>
✍	<b>Management of Stress and Emotion</b> <ul style="list-style-type: none"> <li>♦ Let my feelings out in correct and appropriate ways when facing pressure.</li> <li>♦ Control my emotions.</li> </ul>
✍	<b>Self-Evaluation Skills</b> <ul style="list-style-type: none"> <li>♦ Obtain learning opportunities in the process of self-evaluation.</li> <li>♦ Have the courage and stamina to evaluate myself.</li> </ul>
✍	<b>Thinking and Expression Skills</b> <ul style="list-style-type: none"> <li>♦ Reflect my opinion using different ways.</li> <li>♦ Have multi-angled thinking and analytical ability.</li> </ul>
✍	<b>Sexual Knowledge and Relationship</b> <ul style="list-style-type: none"> <li>♦ Develop normal friendship with the opposite sex.</li> <li>♦ Maintain a romance relationship with the opposite sex.</li> </ul>
✍	<b>Leisure Time Management</b> <ul style="list-style-type: none"> <li>♦ Develop some interests so that my leisure time will be richer and happier.</li> <li>♦ Make good use of leisure time and take part in extra-curricular activities that I like.</li> </ul>
✍	<b>Financial Management</b> <ul style="list-style-type: none"> <li>♦ Make a financial budget.</li> <li>♦ Keep expenditure below income and won't be too wasteful.</li> </ul>
✍	<b>Personal Goals Setting</b> <ul style="list-style-type: none"> <li>♦ Plan how to attain the different goals in life.</li> <li>♦ Set up different goals of my life.</li> </ul>

## Ideas for Helping Yourself as a Student

### Academic Development

- ☺ Identify a plan to reinforce your learning and test-taking skills.
- ☺ Manage your time, organize and use your notes effectively.
- ☺ Form good learning habits.
- ☺ Acquire information of the enrollment requirement of tertiary institutions and programs they offer.
- ☺ Master the ways to obtain scholarships and financial aids.

### Career Development

- ☺ Explore your potential abilities and career interests through class activities and extra-curriculum activities.
- ☺ Learn different kinds of skills, such as computer knowledge, typing and technical drawing,

so as to prepare well for a career area that you are interested in.

- ☺ Have a positive attitude towards work.
- ☺ Understand the world of work and prepare a proper career plan for yourself.
- ☺ Understand your career goals and identify the ways to achieve these goals.
- ☺ Actively participate in career talks and workshops, which can facilitate you in planning your career path.
- ☺ Know the relationship between your academic courses and career choices.
- ☺ Utilize a variety of information and resources from your schools or other governmental and non-governmental agencies to help you plan your future career.
- ☺ Understand continuing learning as a necessity for your future career development.
- ☺ Learn how to find a job, such as writing a resume and application letter, interview skills.

### Personal-Social Development

- ☺ Identify your interests, skills and abilities that can help you decide which school activities and careers to pursue.
- ☺ Recognize your personal strengths and weaknesses. Discuss with your parents and teachers so as to understand ways to explore your strengths and improve your weaknesses.
- ☺ Understand the sources of your stress (e.g. academic or familial etc.) and use proper ways to deal with stressful situations. You can consult your guidance teachers or counselors when you need help.
- ☺ Understand the responsibility of a student. Accept the responsibility resultant from your behaviors.
- ☺ Know how to modify your goals for your future development. Clarify the factors that affect you in achieving goals.
- ☺ Know how to make a proper decision. Know the impact of your present decision on your future development.
- ☺ Understand the differences between yourself and others. Learn how to appreciate and respect others.
- ☺ Maintain a positive interpersonal relationship and effective communication skills.
- ☺ Maintain a harmonious relationship with your friends, parents and teachers. Seek for help when you encounter problems.

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