

MyPlan Skills Profiler uses a personal self-assessment to identify scores for work-related skills. Using the skills, select whether the skill is a hard skill or a soft skill.

Hard Skills: Things you can learn (taught) that are quantifiable or measurable.

Soft Skills: Unique personality attributes that enables you to work effectively with others.

<p><u>Basic Skills</u></p> <ul style="list-style-type: none"> • Active Learning • Active Listening • Critical Thinking • Learning Strategies • Mathematics • Monitoring • Reading Comprehension • Science • Speaking • Writing 	<p><u>Social Skills</u></p> <ul style="list-style-type: none"> • Coordination • Instructing • Negotiation • Persuasion • Service Orientation • Social Perceptiveness
<p><u>Technical Skills</u></p> <ul style="list-style-type: none"> • Equipment Maintenance • Equipment Selection • Equipment Selection • Installation • Installation • Operation Monitoring • Operations & Control • Operations Analysis • Programming • Quality Control Analysis • Repairing • Technology Design • Troubleshooting 	<p><u>Problem Solving</u></p> <ul style="list-style-type: none"> • Complex Problem Solving • Judgement & Decision Making • Systems Analysis • Systems Evaluation
<p><u>Resource Management Skills</u></p> <ul style="list-style-type: none"> • Management of Financial Resources • Management of Material Resources • Management of Personal Resources • Time Management 	

Skills Profiler. (n.d.). Retrieved June 13, 2017 from www.myplan.com/assess/skills.php

Now that you have divided the skills, how did your separation compare to the list of hard and soft skills? Are you able to notice the different between hard and soft skills?

<u>Hard Skills</u>	<u>Soft Skills</u>
<ul style="list-style-type: none"> • Active Learning • Equipment Maintenance • Equipment Selection • Installation • Learning Strategies • Management of Financial Resources • Management of Material Resources • Management of Personal Resources • Mathematics • Operation Monitoring • Operations & Control • Operations Analysis • Programming • Quality Control Analysis • Reading Comprehension • Repairing • Science • Technology Design • Time Management • Troubleshooting • Writing 	<ul style="list-style-type: none"> • Active Listening • Complex Problem Solving • Coordination • Critical Thinking • Instructing • Judgement & Decision Making • Monitoring • Negotiation • Persuasion • Service Orientation • Social Perceptiveness • Speaking • Systems Analysis • Systems Evaluation
<p><u>Other Hard Skills:</u></p> <ul style="list-style-type: none"> • Computer Competency • Data Analysis/Assessment • Design • Foreign Language • Occupational Experience • Research Abilities 	