

# NEXTSTEP

## Get to Know Yourself Activity 1

You could draw up a table something like this to list your own skills and attributes

Aptitude	Skills	Personality	Responsibility	Interests	Needs & Values
<i>This is a special skill or talent that comes naturally to you.</i>	<i>A skill is something you have learnt how to do</i>	<i>Your individual personality traits may also be a skill. Your list should include your positive traits.</i>	<i>How much and what type of responsibility suits your personality and interests?</i>	<i>Your personal interests may be different from your work interests. For example you may love being in the garden at home, but not want to do it all day every day for work. make a list of both personal and work interests.</i>	<i>What do you want your work to do for you? List the things that are important to you personally.</i>
<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Good with numbers</li> <li>• Good Cook</li> <li>• Food presentation</li> <li>• Good at finding your way around with a map</li> <li>• Good ear for music</li> </ul>	<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Budgeting</li> <li>• Using tools of a trade</li> <li>• Teaching or coaching</li> <li>• Selling</li> <li>• Computer skills</li> </ul>	<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Social</li> <li>• Calm</li> <li>• Tolerant</li> <li>• Methodical</li> <li>• Assertive</li> <li>• Focused</li> <li>• Driven</li> </ul>	<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Want to manage or supervise work teams</li> <li>• Prefer to follow instructions of others</li> <li>• Prefer to work be given a task to work on alone</li> </ul>	<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Work interests may include mechanical building, office administration or travel</li> <li>• Personal interests may include:               <ul style="list-style-type: none"> <li>• Music</li> <li>• Reading</li> <li>• Sporting</li> <li>• projects.</li> </ul> </li> </ul>	<p><i>Examples:</i></p> <ul style="list-style-type: none"> <li>• Do you want to work: indoors or outdoors?</li> <li>• casual, part time, full time?</li> <li>• close to home?</li> <li>• close to public transport?</li> </ul>

Work Sheet

<i>Your Aptitudes</i>	<i>Your Skills</i>	<i>Your Personality</i>	<i>Your Responsibility preferences</i>	<i>Your Interests</i>	<i>Your Needs &amp; Values</i>