

GAC Study and Communication Skills Syllabus Checklist · 大纲自查表

Tick one box per statement: ☐ not yet ☐ nearly ☐ confident. 每条打一个勾：尚未掌握 / 快会了 / 有把握。

1. GAC003 Study Skills for Independent LearningGAC003 自主学习的学习技能

1.1 Reflective Learning 反思性学习

- ☐☐☐ Recognise different learning styles and intelligences, and analyse personally preferred learning styles and independent learning strategies.

1.2 Time Management Skills I 时间管理技能 I

- ☐☐☐ Plan a study workload to meet assignment deadlines over a course of study.

1.3 Time Management Skills II 时间管理技能 II

- ☐☐☐ Plan a study workload to meet assignment deadlines over a course of study.

1.4 The Higher Education Study Environment 高等教育学习环境

- ☐☐☐ Define the major elements of the higher education study environment.
- ☐☐☐ Research and evaluate higher education options and create a personal profile and Curriculum Vitae/Resumé suitable for academic and vocational usage.

1.5 Independent Learning 自主学习

- ☐☐☐ Recognise different learning styles and intelligences, and analyse personally preferred learning styles and independent learning strategies.
- ☐☐☐ Identify and utilise study skills and strategies that promote effective independent learning.

1.6 Effective Study Strategies 有效的学习策略

- ☐☐☐ Identify and utilise study skills and strategies that promote effective independent learning.
- ☐☐☐ Identify and explain study problems and apply strategies for dealing with them.

2. GAC006 Business, Science, Social Science and Psychology I: Communication Skills

GAC006 商科、科学、社会科学与心理学 I: 沟通技能

2.1 Understand Self and Relationships with Others 认识自我与人际关系

- ☐☐☐ Demonstrate a basic knowledge and understanding of personality type differences, and the influences of personal factors on people's behaviour.
- ☐☐☐ Apply a range of social skills needed for effective communication with others.

2.2 Understanding Groups and Teams 认识群体与团队

- ☐☐☐ Contribute to effective team relationships by demonstrating knowledge of key leadership styles and team skills and roles.
- ☐☐☐ Reflect on and record insights from personal experiences and group discussions in the classroom.

2.3 Life Skills 生活技能

- ☐☐☐ Demonstrate how an understanding of cultural diversity promotes a healthy and harmonious society.
- ☐☐☐ Apply a range of social skills needed for effective communication with others.

3. GAC031 Social Emotional Learning through Project Based Learning

GAC031 通过项目式学习开展社会情感学习

3.1 Introduction to Social Emotional Learning (SEL) 社会情感学习 (SEL) 导论

- ☐☐☐ Describe the SEL competencies and how they positively impact school, work, and personal life.

3.2 School Service Project Based Learning (PBL) Planning 校园服务项目式学习 (PBL) 规划

- ☐☐☐ Apply and evaluate strategies to grow in each SEL competency.

3.3 Design and Develop 设计与开发

- ☐☐☐ Collaborate with a group to create and share original products improving school culture.

3.4 Revise and Update 修改与完善

- ☐☐☐ Apply and evaluate strategies to grow in each SEL competency.
- ☐☐☐ Collaborate with a group to create and share original products improving school culture.

3.5 Share, Present, and Reflect 分享、展示与反思

- ☐☐☐ Reflect on the application of SEL strategies, including analyzing areas of growth and areas needing more practice.

4. GAC032 Education and Career Navigation: Finding Your Pathways

GAC032 教育与职业导航：找到你的路径

4.1 Create My Profile 建立我的个人档案

- ☐☐☐ Demonstrate understanding of personal attributes (e.g., interests, strengths, values) important for college and career planning and create a personal profile of attributes.

4.2 Build Up Your Supports and Knock Down Your Barriers 增强支持、破除障碍

- ☐☐☐ Recognize education and career planning supports and barriers, and apply strategies to build up supports and knock down barriers.

4.3 Connect Your Profile to Your Goals 把个人档案与目标联系起来

- ☐☐☐ Choose informed education and career goals that best match personal attributes and preferences.

4.4 Find Good Fit Colleges 寻找适合的大学

- ☐☐☐ Find and evaluate colleges that are a good fit and demonstrate skills in responding to college interview topics.

4.5 Develop Your College and Career Pathway 规划你的大学与职业路径

- ☐☐☐ Develop and evaluate actions on a personalized college and career pathway and evaluate the college application essay.

4.6 Build Up Your Career Skills 提升你的职业技能

- ☐☐☐ Explore and plan to build up career skills and demonstrate how to market skills and a personal brand.

5. GAC033 Project Based Learning and Research Methods

GAC033 项目式学习与研究方法

5.1 Introducing PBL: The Driving Question 项目式学习导论：驱动性问题

- ☐☐☐ Create a clear driving question and research question on a topic of interest.

5.2 Inquiry: The Research Methods 探究：研究方法

- ☐☐☐ Select research methods appropriate to their topic and design experiment or survey.

5.3 Inquiry: Gathering Information 探究：收集信息

- ☐☐☐ Use online tools to search for existing body of research relevant to their topic and develop a literature review.

5.4 Inquiry: The Research Question 探究：研究问题

- ☐☐☐ Create a clear driving question and research question on a topic of interest.

5.5 Synthesis: Literature 综合：文献

- ☐☐☐ Use online tools to search for existing body of research relevant to their topic and develop a literature review.
- ☐☐☐ Synthesize information from multiple sources and draft and revise the key elements of a research proposal.

5.6 Synthesis: Proposal/Action Plan 综合：提案与行动计划

- ☐☐☐ Synthesize information from multiple sources and draft and revise the key elements of a research proposal.

5.7 Critique: Peer Review 评议：同行评审

- ☐☐☐ Synthesize information from multiple sources and draft and revise the key elements of a research proposal.

5.8 Finalize and Share: Final Proposal and Presentation 定稿与分享：最终提案与展示

- ☐☐☐ Summarize research proposal and present it to an audience of peers and facilitators.