


## Starting with Life-Skills

*Trust, Respect, Empathy, Listening, Critical thinking, Collaboration, Kindness, Taking Risks, Boldness, Creativity, Learning attitude, Work ethics, Communications skills, Decision making, Financial literacy, Time management*




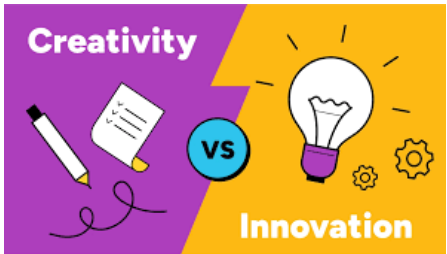
*With others --Be seen and existing in the mind and heart of a loving attuned, and self-possessed other. --Is how you see me, I will learn to see myself.* Dianna Fosha writes

Skills	How used
<b>Trust</b>	Trust is the belief that someone or something is honest, good, and reliable
<b>Respect</b> 	Respect is a feeling of deep admiration for someone or something, and it means treating them with regard and consideration: <ul style="list-style-type: none"><li>• <b>Showing regard:</b> Respecting someone means valuing their abilities and worth, and giving them the same consideration you would expect for yourself.</li><li>• <b>Accepting them:</b> Respect means accepting someone for who they are, even when they're different from you or you don't agree with them.</li></ul>







Skills	How used
<p><b>Kindness</b></p> 	<p>Kindness is the quality of being generous, caring, and considerate towards others, without expecting anything in return. It's more than just being nice, and it can involve doing intentional, voluntary acts of kindness.</p>
<p><b>Taking risks</b></p> 	<p>the act or fact of doing something that involves danger or risk in order to achieve a goal. Starting a business always involves some risk-taking.</p>
<p><b>Boldness</b></p> 	<p>When we embrace being bold and take bold actions we don't just grab opportunities, we create them. We build our courage and confidence. We don't let fears or self-doubts hold us back. We don't let setbacks defeat us</p>
<p><b>Creativity</b></p> 	<p>Creativity is typically centered around original thought and knowledge, which unleashes potential and is an integral part of idea generation. Innovation, on the other hand, is used to turn the creative idea that you come up with into a viable solution.</p>






Skills	How used
<p><b>Learning attitude</b></p> 	<p>A learning attitude is a person's consistent behaviors and feelings that demonstrate their desire to learn and achieve their best. It's a voluntary attitude that comes from natural curiosity and motivation, and it's important for both personal and professional development.</p>
<p><b>Work ethics</b></p> 	<p>Some examples of work ethics include:</p> <ul style="list-style-type: none"><li>• <b>Honesty:</b> Being truthful and reliable</li><li>• <b>Discipline:</b> Completing tasks on time and well</li><li>• <b>Responsibility:</b> Acknowledging mistakes and accepting consequences</li><li>• <b>Punctuality:</b> Being on time shows respect for colleagues and customers</li><li>• <b>Focus:</b> Focusing on one task at a time can help you get more done</li></ul>
<p><b>Communications skills</b></p> 	<p>Good communication skills are the ability to share information and ideas with others in a way that is clear, concise, and effective:</p> <ul style="list-style-type: none"><li>• <b>Expressing yourself clearly:</b> Speaking clearly and concisely without misinterpretation</li><li>• <b>Understanding others:</b> Listening actively and interpreting what others say</li></ul>






Skills	How used
<p><b>Decision making</b></p> 	<p><b>5 Decision-Making Skills for Successful Leaders</b></p> <ul style="list-style-type: none"><li>• Identify critical factors which will affect the outcome of a decision. ...</li><li>• Evaluate options accurately and establish priorities. ...</li><li>• Anticipate outcomes and see logical consequences. ...</li><li>• Navigate risk and uncertainty. ...</li><li>• Reason well in contexts requiring quantitative analysis.</li></ul>
<p><b>Financial literacy</b></p> 	<p>Financial literacy is the ability to understand and use financial skills to make informed decisions about money:</p> <ul style="list-style-type: none"><li>• <b>Earning:</b> How to earn money</li><li>• <b>Budgeting:</b> How to create and stick to a budget</li><li>• <b>Investing:</b> How to invest money</li><li>• <b>Loans:</b> How to borrow money and manage debt</li></ul>





Skills	How used
<p><b>Time management</b></p> <p><b>HOW TO MANAGE YOUR TIME</b></p>  <p>The illustration shows a man in a light blue shirt and tie with four arms. His top-left arm holds a sign that says "No pain, No gain!". His top-right arm holds a group of people in a circle labeled "Meeting". His bottom-left arm holds a sign that says "Solution". His bottom-right arm holds a document labeled "Briefing". In the background, there is a bar chart labeled "Briefing", a group of people labeled "Learning", and a person sitting at a desk labeled "Solution".</p>	<p>the ability to use one's time effectively or <u>productively</u>, especially at work.</p> <p>"time management is the key to efficient working"</p>