



University of Wales Trinity Saint David
London Campus

Academic and Employability Skills

BMSW4001_LON

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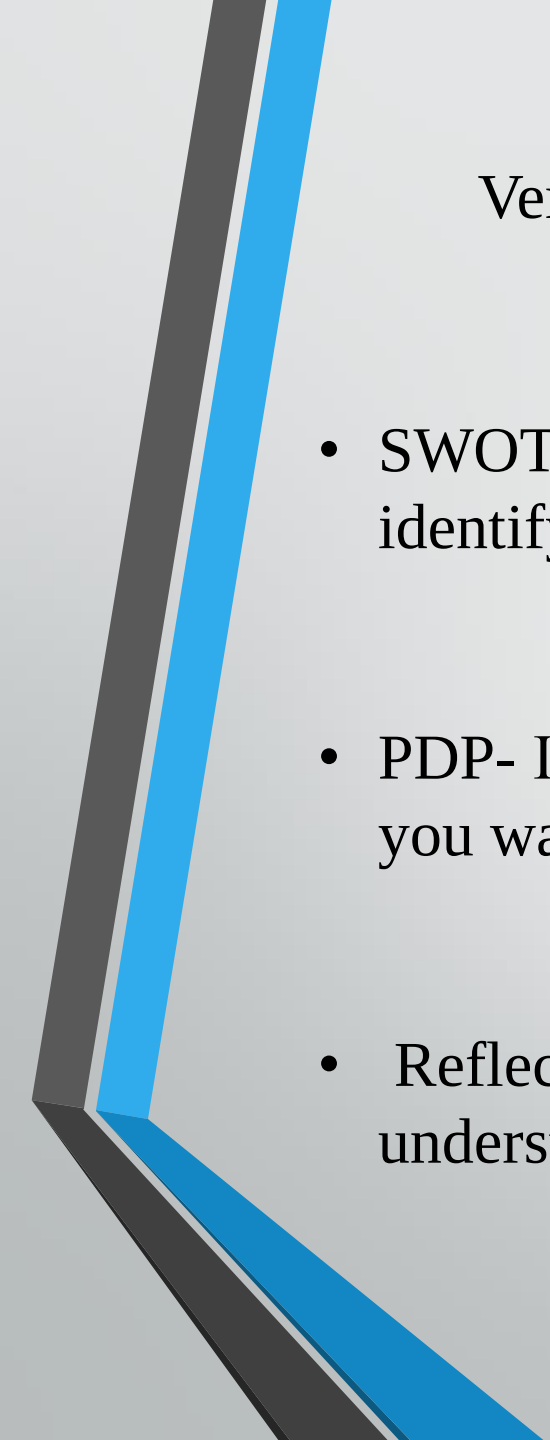


What are Academic and Employability Skills?

They are the skills that can make the difference between an average job and a dream job.

Among these skills are:

- Time management
- Critical thinking
- Teamworking
- Technical Skills
- Commercial awareness
- Problem solving



Very useful tools I have learned about in this module

- SWOT analysis helped me to understand my strengths and my weaknesses, identify my skills and see the opportunities
- PDP- I realized that it's important to have one in order to get the position you want
- Reflective writing – helped me to consolidate what I have learned and understand better

MY SWOT ANALYSIS

- Problem solving and decision making
- Eye for detail
- Teamwork

Strengths

- Lack of confidence
- Poor time management
- People skills

Weaknesses

Opportunities

- Identifying problems
- Identifying the source of the problems
- Find solutions

Threats

- Not knowing to prioritize
- Not having the courage to speak up
- Missing opportunities

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By October 2022

Finish my
studies

Learning new
skills

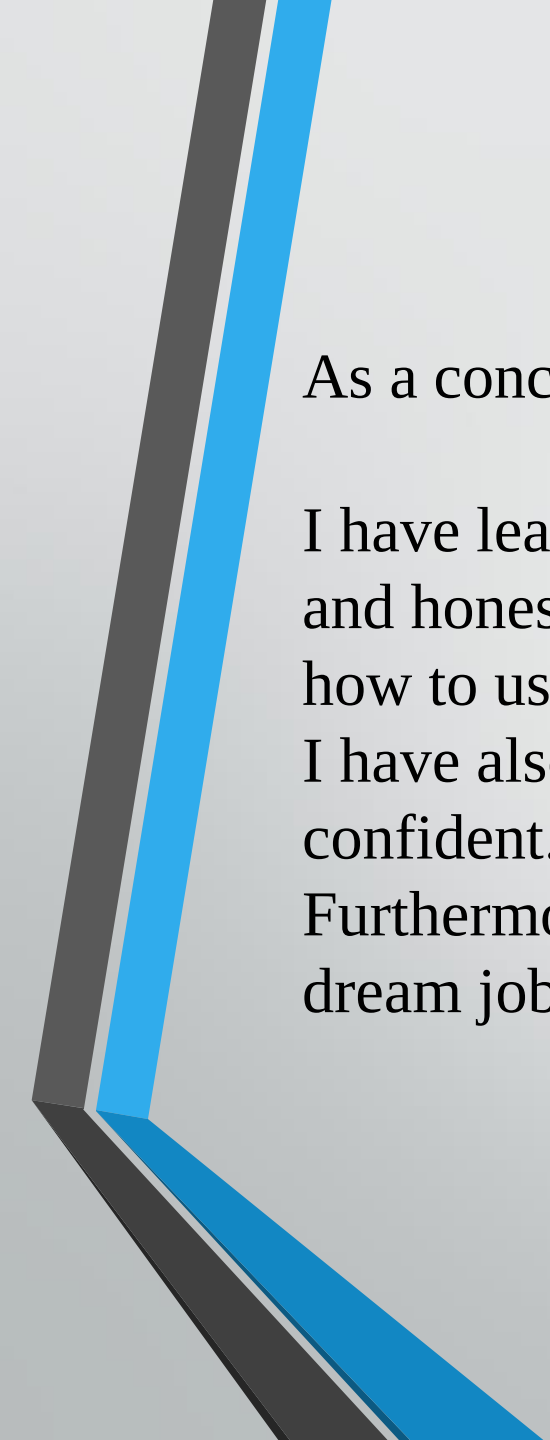
Improving the
skills that I have

By June 2024

Find a better job

Use my new
acquired skills to
advance

Become a
Manager/Head of



As a conclusion after this module?

I have learned that, in order to get the job that you want, you have to be objective and honest with yourself, you have to learn as many skills as you can and learn how to use them.

I have also learned that I can negotiate from a stronger position if I become more confident.

Furthermore, by actually making a plan and sticking with it will bring me my dream job.



References

1. Cottrell, Sills for success, Personal Development and Employability, 4th edition, 2021, Red Globe Press
2. <https://app.emaze.com/@AOZLZIFTO#>

The End!
Thank You for Listening!

