

CAREER READY PRACTICE



#12 Apply Appropriate Academic and Technical Skills

Career-ready individuals readily access and use the knowledge and skills acquired through experience and education to be effective and productive employees. They have the technical proficiency to use the language, tools, technologies, and methodologies that are relevant to their specific industry sector. They make connections between abstract concepts and real-world application, and they make correct determinations about when applying an academic skill is appropriate in a workplace situation. This Career Ready Practice includes staying updated about industry advancements and continuously improving technical skills aligned with the changing needs of their sector.

Individual Competencies	4 Exceeds Competency	3 Meets Competency	2 Approaching Competency	1 Not Yet Reached Competency	Keyword(s)	Points Given
Demonstrate resourcefulness by contributing new ideas and working with initiative.	Appropriately contributes new and innovative ideas based on known and reliable resources and skills with great effect.	Often contributes new and innovative ideas based on known and reliable resources and skills.	Contributes some new and innovative ideas based on known resources and skills.	Rarely contributes new and innovative ideas as previous skills and resources are not developed enough.	Continuous Skill Learning	
Demonstrate proficiency with job-specific technologies by selecting and using technological resources to accomplish work responsibilities.	Consistently selects and uses technological resources (e.g., equipment, machines, tools, electronics) to accomplish work efficiently and productively.	Selects and uses technological resources (e.g., equipment, machines, tools, electronics) to accomplish work productively.	Selects and uses technological resources (e.g., equipment, machines, tools, electronics) to accomplish work.	Rarely selects and uses correct technological resources (e.g., equipment, machines, tools, electronics) to accomplish work.	Industry-Specific Tool Usage	
Demonstrate mathematics skills by using mathematical reasoning to accomplish tasks.	Correctly uses mathematical reasoning and processes to accomplish job-specific tasks without aid (e.g., using geometry and algebra to complete career computations).	Correctly uses mathematical reasoning and processes to accomplish job-specific tasks with occasional aid. (e.g., using geometry and algebra to complete career computations).	Uses mathematical reasoning and processes to accomplish job-specific tasks with occasional errors. (e.g., using geometry and algebra to complete career computations).	Does not understand how to apply mathematical reasoning and processes to accomplish job-specific tasks. (e.g., using geometry and algebra to complete career computations).	Math Skills	

Demonstrate effective reading skills by interpreting workplace documents.	Correctly reads, interprets, and applies workplace documents with ease (e.g., instructional manuals, work orders, invoices, memorandums).	Reads, interprets, and applies workplace document (e.g., instructional manuals, work orders, invoices, memorandums).	Sometimes reads, misinterprets, and misapplies workplace documents (e.g., instructional manuals, work orders, invoices, memorandums).	Incorrectly reads, interprets, and applies workplace documents (e.g., instructional manuals, work orders, invoices, memorandums).	Reading and Interpreting
Demonstrate critical-thinking and problem-solving skills by analyzing and resolving problems that arise in completing assigned tasks.	Easily and quickly identify resources that may help solve a specific problem and apply critical thinking to using that resource effectively.	Identify resources that may help solve a specific problem and apply critical thinking to using that resource correctly.	Sometimes identifies resources that may help solve a specific problem but does not apply critical thinking to using that resource	Neither identifies resources that may help solve a specific problem nor applies critical thinking to aid in problem solving.	Technical Problem-Solving

TOTAL POINTS GIVEN: _____/5= _____ SCORE



Preparing Tomorrow's Workforce

It has been reviewed and/or edited by:

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CTE Local Directors of North Dakota
North Dakota State Board for CTE**

***Last revised 1/1/25**