EMployers who hire UW Graduates have identified a few core skills that are critical to students’ success in the job search and in the workplace. There are various ways where one can develop these skills, such as:

**Academics**
- Majors and minors
- Elective courses
- Class projects
- Service learning
- Study abroad

**Activities**
- Student leadership roles
- Athletics and e-sports
- Theater and music
- Student publications
- CIRCLE, UniteUW, FIUTS

**Experience**
- Volunteer roles
- On- and off-campus jobs
- Internships
- Case competitions
- Research

NOTE – This list is not exhaustive! There are endless ways to develop skills!

Review the skills below and reflect on any past experiences where you may have demonstrated that skill. Then think of ways that you will continue to develop that skill in the future.

**INITIATIVE**
Prepare, plan, and prioritize. Proactively look for opportunities to contribute. Be present and productive.

I have gained this skill through __________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
I will continue to develop this skill by ___________________________
_________________________________________________________________
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**ADAPTABILITY**
Learn emerging tools and methodologies. Be willing to change in response to new information. Create contingency plans. View setbacks as opportunities.

I have gained this skill through __________________________________
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I will continue to develop this skill by ___________________________
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ACCOUNTABILITY

Fulfill obligations, meet deadlines, and follow through to completion. Admit and correct mistakes. Act with honesty, integrity, and humility.

I have gained this skill through __________________________________

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I will continue to develop this skill by ___________________________

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COMMUNICATION

Listen attentively. Ask thoughtful questions. Use inclusive language. Tailor content and delivery to audience.

I have gained this skill through __________________________________

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I will continue to develop this skill by ___________________________

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COLLABORATION


I have gained this skill through __________________________________

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I will continue to develop this skill by ___________________________

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HONOR DIVERSE PERSPECTIVES

Intentionally build inclusive teams and environments. Embrace different ideas and styles. Encourage and value others’ contributions.

I have gained this skill through __________________________________

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I will continue to develop this skill by ___________________________

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___________________________________________________________________
CRITICAL THINKING
Gather information from diverse sources. Determine accuracy, relevance, and significance. Consider opposing viewpoints. Make data-informed decisions.

I have gained this skill through __________________________________
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I will continue to develop this skill by ___________________________
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CONTINUOUS IMPROVEMENT
Assess efficiency and effectiveness. Reflect and self-evaluate. Seek feedback and opportunities to learn. Implement change intentionally and incrementally.

I have gained this skill through __________________________________
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I will continue to develop this skill by ___________________________
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CREATIVE PROBLEM SOLVING
Analyze the big picture. Narrowly define the problem. Generate and critique numerous solutions. Anticipate possible challenges.

I have gained this skill through __________________________________
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I will continue to develop this skill by ___________________________
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Next Steps
• Use LinkedIn Learning, an on-demand video learning platform, to help you develop and enhance not only the skills described here, but other skills as well.

• To use the LinkedIn Learning tool, go to http://www.linkedinlearning.uw.edu/

• For a list of videos that are specific to the Level Up skills, go to https://careers.uw.edu/level-up-build-skills-employers-want/