

**ESSENTIAL SKILLS
WORK READY YOUTH PROGRAM**



**CONTINUOUS
LEARNING
WORKBOOK!**



**SkillsCompétences
Canada**

Acknowledgement

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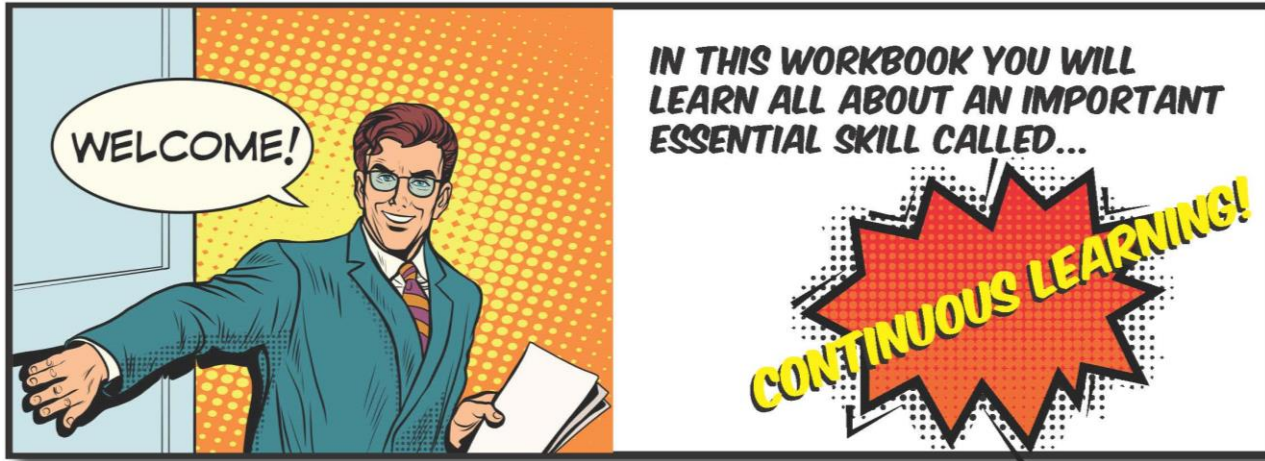
CONTINUOUS LEARNING

Use the table of contents to navigate through this workbook. Track your progress by putting a checkmark beside each topic you complete.

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V d k b n l d ' s n ' s g d ' d r r d n s h k ' r j h k r ' v n q j ' q d ' c x ' x n t s g ' o q n f q ' a m ' .



Q: HOW DO I USE THIS WORKBOOK?

- 1 **START BY REVIEWING THE INFORMATION AND FUN FACTS ABOUT CONTINUOUS LEARNING AND ESSENTIAL SKILLS LOCATED AT THE BEGINNING OF THIS WORKBOOK.**
- 2 **PRACTICE USING YOUR CONTINUOUS LEARNING SKILLS IN THE "ES WORKOUT" SECTION OF THE WORKBOOK.**
- 3 **BUILD YOUR CONTINUOUS LEARNING SKILLS IN THE "ES BOOSTER" SECTION OF THE WORKBOOK.**
- 4 **REVIEW THE ANSWERS IN THE ANSWER KEY SECTION OF THE WORKBOOK TO CHECK YOUR WORK FROM THE ES WORKOUT SECTION.**
- 5 **TRY THE ASSESSMENT QUESTIONS AT THE END OF THE WORKBOOK TO GET AN IDEA OF HOW STRONG YOUR DOCUMENT USE SKILLS ARE.**

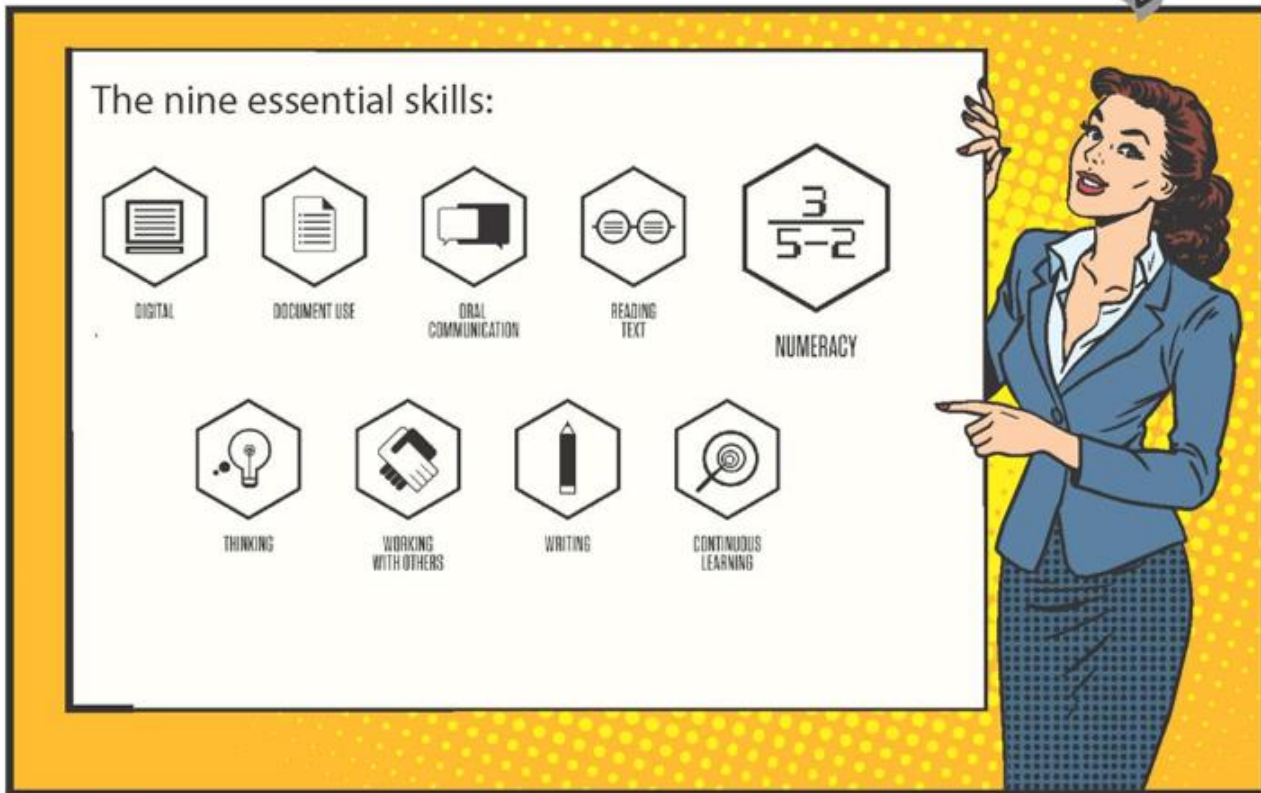
A comic book illustration of a detective. He is wearing a light-colored trench coat over a white shirt and a red and yellow striped tie. He is also wearing a brown fedora-style hat with a yellow band that has the word "PRESS" written on it in black. He is holding a black pen in his right hand and a red notepad in his left hand. He has a slight smile on his face. The background is a solid blue color with a white halftone dot pattern.



THE NINE ESSENTIAL SKILLS



Essential skills are a major component of Skills/Compétences Canada initiatives. Let's take a closer look.





What are Essential Skills?

Essential skills are measured on a 5 level scale (see below). The scale describes:

!Á The complexity (difficulty) of an essential skills task, question, or problem.

&'Á The proficiency (ability) of a person in completing an essential skills task, question, or problem.

Skills Levels




Why are Essential Skills Important?

!Á Tasks, questions, and problems at Levels 1 and 2 are less difficult than those at Levels 3, 4 and 5.

!Á People with essential skills at Levels 1 and 2 need to practice, in order to make their skills stronger. When we have skills at, or above, Level 3 we have skills that are strong enough to enable us to cope with new situations and to efficiently learn academic, technical or job-specific skills.

!Á Employers prefer to have workers who are efficient, capable, learners because they can accurately solve problems, complete their work, learn new processes and adapt to changes on the job.

!Á The skills are just as important in daily life. We all need to read information, fill out documents, make decisions about how much we can spend on things we want to buy, work and communicate effectively with friends, family, teachers and employers, and use computers and other digital technologies.



ESSENTIAL SKILLS MATTER

ESSENTIAL SKILLS ARE USED TO NAVIGATE OUR DAILY LIVES AND THE WORLD OF WORK AND THEY ALLOW US TO KEEP LEARNING SO WE DON'T GET LEFT BEHIND.



Fluid's @ Sqxz' L'asbgmf S'rj r'ne Rj Hkr'

Look at the list below. What skills do you think you would need, to complete each task? Write the abbreviation for any of the skills you think would be used to complete the task. One is started for you as an example. (*HINT: they all require more than one skill.*)



Task	Skill(s) Used
Find information to complete the set-up of a new iPhone	
Apply for a learners' license	
Book concert tickets	
Shop for new clothes	
Plan a weekend ski / snowboard trip	
Ask if you can use the car to go skiing	
Text your coach to say you will be late for practice, why, and how you will catch up	
Arrive at work early to learn the new customer payment system	TS6,
Use a transit schedule to get to your new job on time	

Essential Skills	
RT	Reading Text
DU	Using Documents
N	Numeracy
W	Writing
OC	Oral Communication
TS	Thinking Skills...
WWO	Working With Others
DS	Digital Skills
CL	Continuous Learning

1. Problem Solving
2. Decision Making
3. Critical Thinking
4. Planning & Organizing Tasks
5. Find Information
6. Use Memory





Fluid Is @ Sqxz Sghj Ant s BNMSHTNTR Kd qnlm -

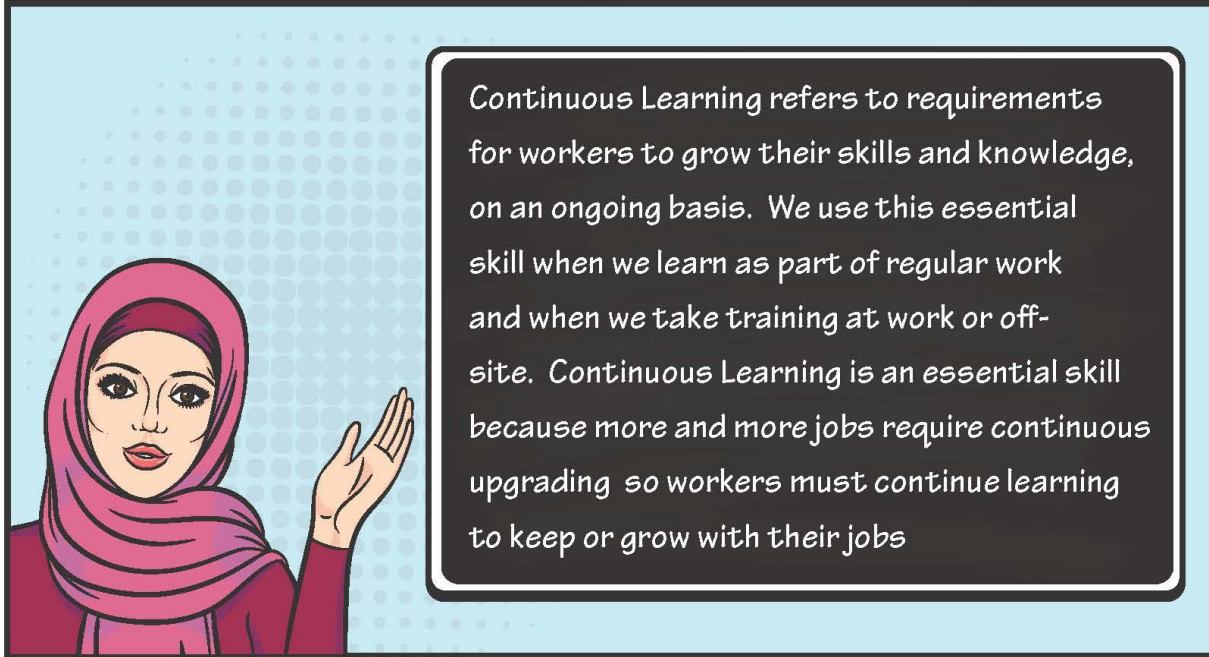
Think about how you use your Continuous Learning skills every day – whether at a job or in your daily life. Complete the following table with an example of each way of learning: be as specific as you can. We’ve filled in examples from an apprentice carpenter’s learning experiences to help you get started.



kd qnlm - Bnmsdvs	@ooqdhsld'B qodhsdq	Xnt
Part of regular work or school activity	<i>Participating in a safety meeting</i>	
Training outside of regular work or school activity	<i>In class, off the job site, for apprenticeship training</i>	
From co-workers or friends	<i>Learning the best brand of tools to buy when you need to replace them</i>	
By reading – books or online – as part of self-study on your own time	<i>Reading about new green construction methods and how they can be applied to “tiny homes”</i>	



Continuous Learning refers to requirements for workers to grow their skills and knowledge, on an ongoing basis. We use this essential skill when we learn as part of regular work and when we take training at work or off-site. Continuous Learning is an essential skill because more and more jobs require continuous upgrading so workers must continue learning to keep or grow with their jobs



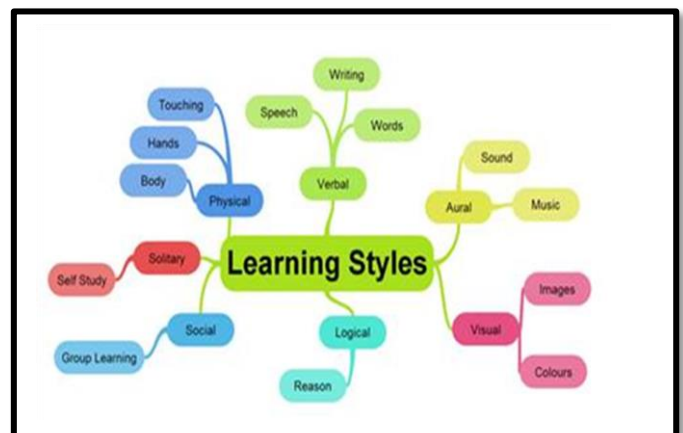
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Continuous Learning Requirements

- ✓ Knowing how to learn
- ✓ Understanding your preferred learning style
- ✓ Knowing how to find materials, resources and learning opportunities


Learning Styles

There's been a lot written about learning styles and whether they do or don't make a difference to how well we each learn. But, if you're going to continuously learn things, it might be helpful to know how you most like to learn; that is, what is your preferred learning style? For example, do you like to learn by reading, by doing, or by watching someone else? The important thing to remember though is that, just because you'd prefer to learn something one way, you need to be able to learn in other ways that, may not always be your favourite.





Essential Skills for the 21st Century

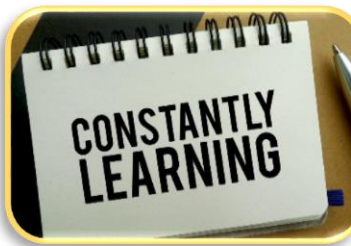


THINK YOU DON'T NEED THE SKILL OF CONTINUOUS LEARNING? THINK ABOUT THIS...

Until 1900, human knowledge doubled approximately every century. By the end of World War II, knowledge was doubling every 25 years.

Today ..., on average, human knowledge is doubling every 13 months. According to IBM, the build out of the "internet of things" will lead to the doubling of knowledge every 12 hours.

Essential Skills for the 21st Century





Continuous Learning: Major Achievement

@S Vnqj

Once you start working, your ability to learn, both formally and informally, will be a factor in your success. Employers say that it is critical to productivity and business success to have employees who engage in learning. Your safety may depend on you staying up to date on changes to things like how to use equipment, new chemicals you may encounter in your work, or the best personal protective equipment to use for the work you do.



@S Gnl/d

Our non-working life is impacted by our continuous learning skills too. New technology is a fact of life. Every time we get a new phone, tablet or laptop there is a new or updated operating system we need to master. New apps appear daily. We hear constantly about online privacy and much of our daily news about the world comes via social media. Strong continuous learning skills allow us to use the ever-evolving tools at our disposal, to critically assess the information we receive and to securely manage our lives.

Learning Complexity: Continuous Learning

Continuous learning has 4 levels of complexity (difficulty). The level depends on: how much responsibility you have for recognizing, beginning and managing your own learning; the complexity of the learning, including, how much you need to know before you can start, how often you need to be learning, how many and what kind of resources you need, and how obvious it is how you will apply the new learning to your job. Complexity also depends on how the learning happens; is it in a school setting, from co-workers or supervisors, onsite during a task, or at training offered at the workplace?

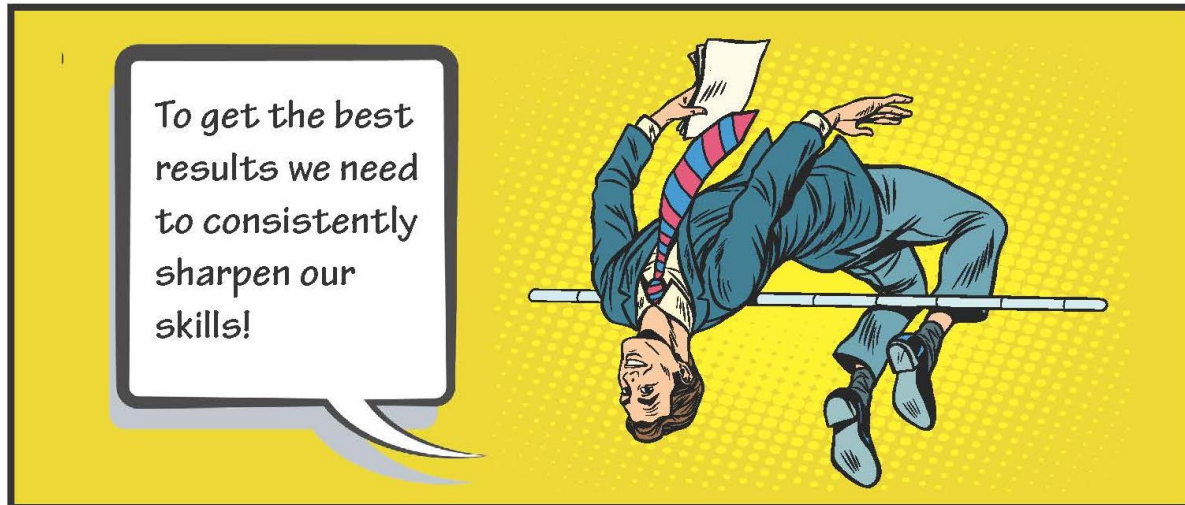


Bnnk'i nar 'sg' s' qdix nmbnnsht nt r 'kd' qnlrf'





@bnnshnt nt r 'kd' qnlmf 'kdr rnyf . '



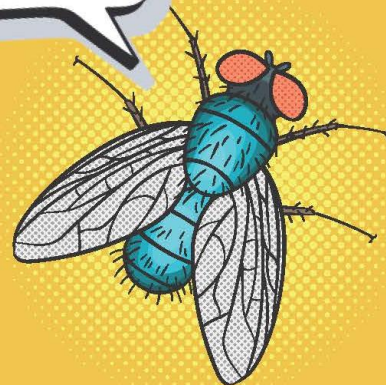
Once upon a time a very strong woodcutter asked for a job from a timber seller and he got it. The pay was really good and so were the work conditions and the woodcutter was determined to do his best. His boss gave him an axe and showed him the area where he was to work. Day 1, the woodcutter brought 18 trees down! "Congratulations," the boss said. "Go on that way!"

The woodcutter tried harder the next day, but he only could bring down 10 trees. The third day he tried even harder, but he only could bring down 5 trees. Day after day he was bringing down fewer and fewer trees. "I must be losing my strength", the woodcutter thought. He went to the boss and apologized, saying that he could not understand what was going on. "When was the last time you sharpened your axe?" the boss asked. "Sharpen? I had no time to sharpen my axe. I have been very busy trying to cut trees..."

QUOTE FROM ROBERT A HEINLEIN (SCI FI WRITER)... NO PRESSURE!

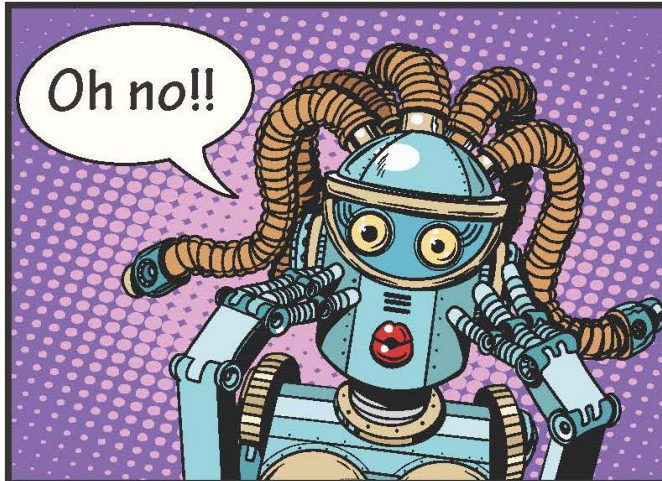
"A human being should be able to change a diaper, plan an invasion, butcher a hog, conn a ship, design a building, write a sonnet, balance accounts, build a wall, set a bone, comfort the dying, take orders, give orders, cooperate, act alone, solve equations, analyze a new problem, pitch manure, program a computer, cook a tasty meal, fight efficiently, die gallantly. Specialization is for insects."

Bzzz...I'm specialized!





Continuous Learning



THINK CONTINUOUS LEARNING ISN'T A BIG DEAL? THINK AGAIN!

Changes to software are one of the hardest things to keep up with. New versions and updates seem to come to both home and industry systems almost weekly. Think it's not a big deal to ignore those updates? Read this article about software updates and robots.

According to CNET, by 2018, there may be 1.3 million robots in factories globally. That's 1.3 million machines at risk of being hacked. From baristas to pizza chefs, automation is quickly taking over the economy.

Factories that make your phones, cars and planes already depend primarily on machines to automatically put together devices. Humans can't keep up with a robot's pace, strength and durability, but at least they've got machines beat on cybersecurity.

A series of tests conducted by Politecnico di Milano and cybersecurity firm Trend Micro found that factory robots have weak network security. The industrial machines also have poor software protection, and some run on outdated software, making them easy to hack.

Operators and programmers can manage their machines remotely, sending commands to robots through their computers or phones. If the connection is insecure, hackers could hijack the machines, leading to sabotage and product defects. Machines are programmed to be extremely precise in their movements, because the slightest miscalculation can cause catastrophic defects

<https://www.cnet.com/news/factory-robots-industry-machines-can-be-easily-hacked/>



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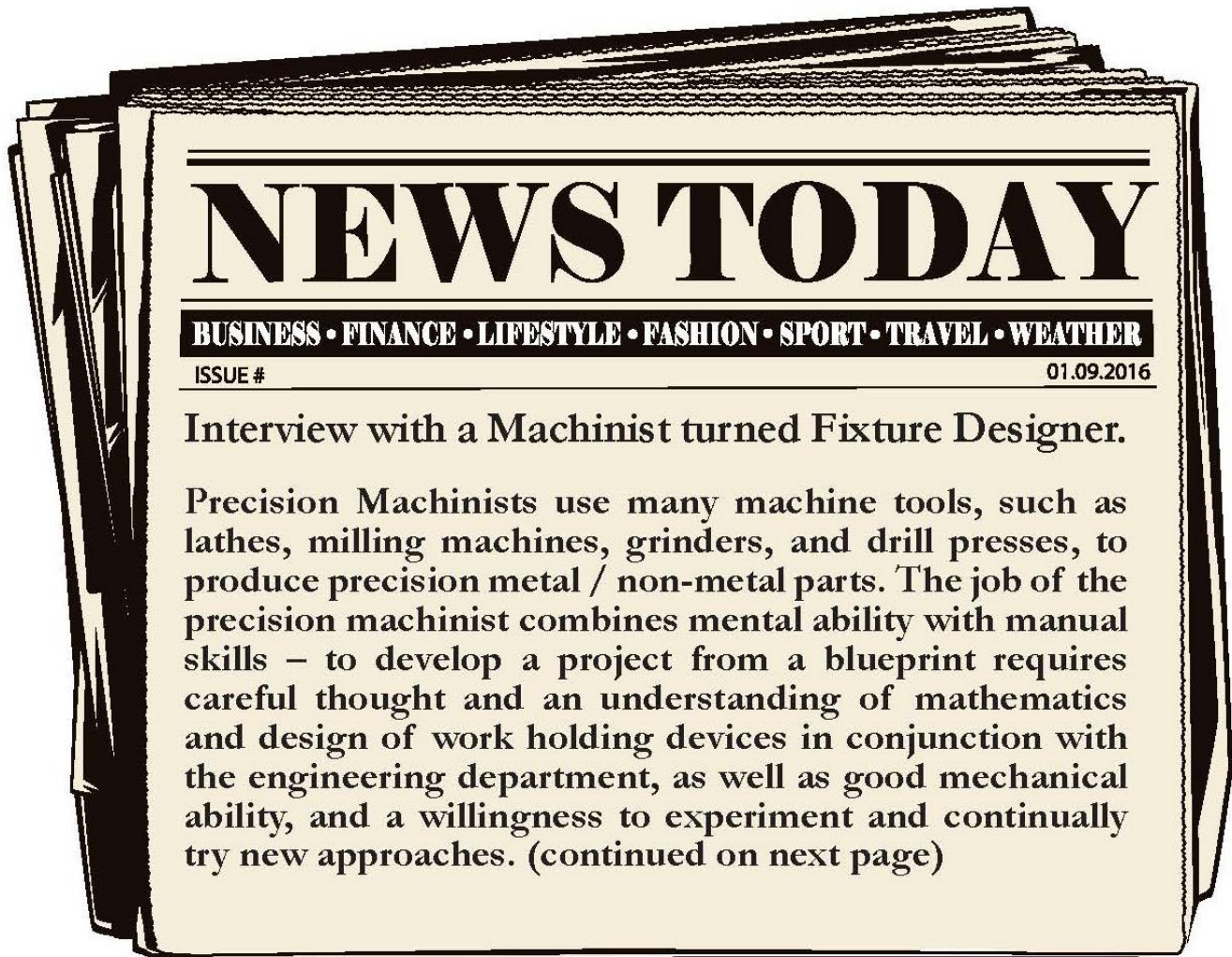
- Q** Accounting and related clerks... have an **ongoing need to learn**. They must **keep current with changes** to accounting software, Canada Revenue Agency guidelines and generally accepted accounting principles. (Continuous Learning Level 2)
- 1** Automotive service technicians... work in an industry where **change is constant**. They **learn on the job**, in **organized information** activities and in **work discussion** groups. **Training** comes from vehicle manufacturers, parts suppliers, employers, associations and the Canadian Automotive Repair and Service (CARS) Council. They also read work-related magazines, periodicals and websites. (Continuous Learning Level 3)
- 2** Computer network technicians... are **always engaged in continuous learning** as information technologies are constantly changing. They maintain knowledge of networking applications and security practices. They **identify and manage their own learning needs**. They learn through daily activities, discussions with colleagues and co-workers, and by reading. They may attend conferences, seminars and web-based seminars. (Continuous Learning Level 4)
- 3** Construction electricians... are expected to **continue to learn** to become familiar with regularly updated electrical code requirements. They must also keep up-to-date with changes in technology. They enroll in **scheduled classes** and may also take **continuing education classes** at their own expense. Some written material is available for self-study. (Continuous Learning Level 4)



- 4** Gas fitters... are **required by law** to renew their licences. They often receive **in-house training** or attend **seminars** to update certifications such as Cardio-Pulmonary Resuscitation (CPR). Safety and quality control training are often requirements in larger organizations. Training is both **self-directed**, and **scheduled** by supervisors. They are responsible for staying current on regulations, codes, and standards changes in their field. (Continuous Learning Level 2)
- 5** Kitchen helpers and line cooks... **continue to learn**. New procedures, new product information, new menus, recipes, techniques and trends create a learning environment. (Continuous Learning Level 2)
- 6** Machinists... are **required to stay up-to-date** on new technologies, products and trends within the machining industry. They read trade magazines, industry journals, manuals and supplier catalogues. They learn from daily work activities and from discussions with co-workers and supervisors. They **participate in training** available in the workplace and offered by suppliers and community colleges. (Continuous Learning Level 2)
- 7** Steamfitters must stay current with technological advances in their field, to be able to select the most appropriate equipment and materials and to perform proper installations. **Continuous learning is essential** for steamfitters and pipefitters as they must keep up-to-date with regulatory requirements and codes that are periodically revised. (Continuous Learning Level 2)
- 8** Welders... are required to **retake practical tests** within specific periods of time. Study and practice may be required to prepare for these tests. ... Welders may also attend sessions about new products, hosted by suppliers. Employers also provide training specific to their companies, types of work and locations. Welders **must upgrade** their knowledge and skills on an ongoing basis. (Continuous Learning Level 2)
- 9** Web designers and developers... **need to learn continuously** because their field is changing constantly and rapidly. They identify their own learning needs and resources, decide which conferences and seminars to attend and which books to read. Their continuous learning ability is directly linked to their effectiveness in designing, developing and creating quality web sites. (Continuous Learning Level 4)



Essential Skills for the 21st Century





Machinist, Continued...

What does your company do?

Our company makes motion control products – things like industrial machinery, wind turbines, entertainment systems such as rides, and airplane flight simulators.

What was your first job as a machinist?

I started making shock absorbers and buffers for trains. Then I worked on the assembly line at a car plant. After that I was hired as a “deburrer” where I rounded and polished sharp edges of parts.

How’d you get the job you have now?

I used to walk around the plant and

started asking questions. I’d look at a product and wonder “How would I build something that would hold this to be able to machine it and end up with a finished product?” So, I just started making fixtures.

What’s the best thing about your job?

The creativity. I see myself as an artist. To be able to imagine fixtures we need that don’t exist yet and bring them to fruition is rewarding. I try to do it as efficiently and cost-effectively as possible for the company.


Source: Vocations

<https://www.nytimes.com/column/vocations>



Essential Skills for the 21st Century

Continuous Learning is a key skill for the future of work.



A DJ AND THE DIGITAL LEARNING CURVE

No matter what your job, change will happen. Even DJs need to continuously learn to keep pace with new technology, new trends and new listeners.

Check out how the story below to find out how a DJ named Tony has learned on the job.

Change in the workplace is not always slow and gradual. Sometimes change happens very fast requiring workers to quickly adapt and learn new skills.

Rapid changes hit the world of music about 10 years ago requiring DJs to learn a whole new set of skills in order to stay current. Until recently, DJing was simple. DJs had a collection of vinyl records that they played live at different events or on radio. They used basic equipment that didn't progress much from year to year.

Fast forward a few years. Changes in technology (laptops, DJ software, the internet, digital music, smart phones...the list goes on) affected the skills a DJ needs to be successful on the job. To keep pace, continuous learning is a critical skill for a DJ.

Tony Corless, a professional DJ, talks about how these changes have impacted his career over the years. "Obviously, personally I have had to "adapt to survive", like anyone who's in any game for a long time. For me, some of the changes have been very positive and some have made the job of the DJ harder."

<https://www.digitaldjtips.com/2013/02/how-do-you-think-digital-has-changed-djing/>



Standard / Standard / Noun

STANDARD
/STANDARD/
NOUN

1. a level of quality or attainment.
2. an idea or thing used as a measure, norm, or model in comparative evaluations.

Standards apply to almost every sector and occupation and they can change frequently. The ability to keep up with those changes – using your continuous learning skills – is an important part of work in the 21st century.



International Standards Organization (ISO)

The International Standards Organization (ISO) has members from 163 national standards organizations around the world. The ISO works with its members to develop and promote international standards.

ISO has published 21,607 International Standards and related documents, covering almost every industry, from technology, to food safety, to agriculture and healthcare. ISO International Standards impact everyone, everywhere.

The Standards Council of Canada (SCC) is the organization responsible for setting and promoting standards in Canada. The Standards Council is the Canadian member of ISO.



Essential Skills: Communication

How to Measure the Human Body

Ever tried to buy a pair of jeans and see you're a 6 in one brand and a 10 in another? Frustrating!

Clothing sizes have been constantly changing in proportions and dimensions since "ready-to-wear" clothing with standardised sizes appeared in the mid-19th century. Sizes across brands and countries continue to vary based on different assumed body shape profiles.

The ISO 8559 standards series is aimed at increasing customer satisfaction and reducing returns of items as a result of a poor fit. They will also help to reduce barriers to international trade by providing a universal set of size markings and terms of reference. This will help to simplify information on garment labels for shoppers as, currently, body dimensions are listed on garment sizing labels that do not relate to the body measurements.

<http://www.fibre2fashion.com/news/apparel-news/iso-revises-clothing-size-standards-204700-newsdetails.htm>

People working in fashion technology are sure to benefit from the ISO 8559 standards series!

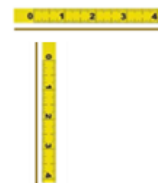
HOW TO MEASURE THE HUMAN BODY

Use a good quality measuring tape that has not been stretched.

Take measurements on a flat smooth surface.

Keep tape parallel to the floor for horizontal measurements

and perpendicular to the floor for vertical measurements.



Have the client stand straight with arms hanging straight at the sides.

Before taking the measurements, tie a cord around the waist, for use as a guide.

Take measurements that are comfortable; they should not be too tight or too loose.



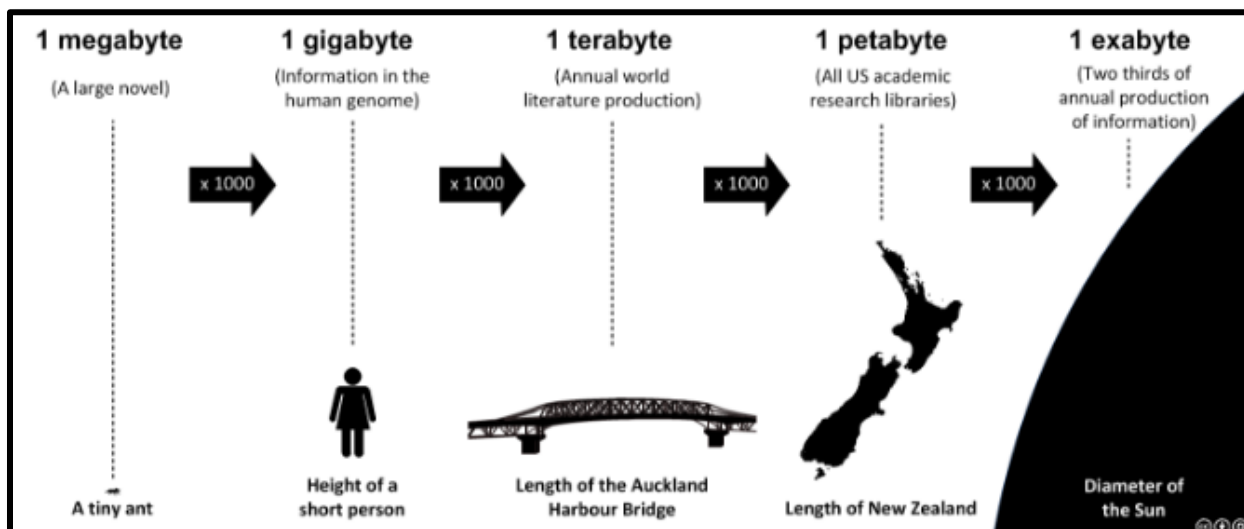
What is "Big Data"?



WHAT IS "BIG DATA"?

Big data is extremely large sets of data that may be analyzed computationally to reveal patterns, trends and associations, especially relating to human trends and interactions. Much IT investment is going towards managing and maintaining big data.

What is "Big Data"?



Infographic created by Julian Carver of Seradigm New Zealand <http://www.seradigm.co.nz>



Essential Skills for Continuous Learning

APPRENTICESHIP & CONTINUOUS LEARNING

One of the oldest forms of Continuous Learning is Apprenticeship where new workers learn on the job from an established master.

The 1st Apprenticeship Act in Canada was passed in Ontario in 1928.



Continuous Learning

- ✓ Apprenticeship is 80-85% on the job learning + 15-20% classroom.
- ✓ Apprentices earn while they learn.
- ✓ The average time to complete an apprenticeship is 5 years.
- ✓ Red Seal is the national standard of excellence for apprenticed trades.
- ✓ There are 55 Red Seal Trades in Canada.

Essential Skills for Continuous Learning

Larry Slaney, UA Director of Canadian Training, answers:

Alongside a Journeyperson, apprentices learn how to communicate with the Foreman/Supervisor to plan work effectively, organize their workplace, select the correct tools and equipment, ensure safe working conditions, and much more. All of this is done with several hundred, or several thousand, tradespeople working on the same site. The essential skills required for this type of work include multiple forms of communication and planning and when they are not effectively implemented the work suffers and the schedule falls behind as a result.

<http://skillscompétencecanada.com/en/partners-blog/ua-canada-larry-slaney-addresses-apprenticeship-training/>



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1. LEARNING EXPLOSION!

As far back as 1975 Malcolm Knowles, an expert in adult learning theory, was talking about the importance of self-directed learning. He said:

The “why” of self-directed learning is survival - your own survival as an individual, and also the survival of the human race. Clearly, we are not talking here about something that would be nice or desirable....We are talking about a basic human competence - the ability to learn on one’s own - that has suddenly become a prerequisite for living in this new world.

Knowledge growth in this “new world” is only getting faster. This means it isn’t possible to know everything there is to know, even about a single topic. It also means that expecting to be taught everything you need to know is unrealistic.

In addition to being a focussed, attentive learner in any formal learning setting, like a class or during workplace training, it is important to become a self-reliant, capable, independent learner.

This sort of learner is able to not only find information, but, as importantly, to determine whether the information found, is reliable.



Asking Questions and Finding Information

The machinist turned fixture designer you read about in Continuous Learning in the News, said he learned things by “...walking around the plant and looking at the machines. Getting curious and asking questions.”

Self-directed, continuous learning often begins with observation and asking questions and then finding information that can expand your understanding.

1.

If you wanted to learn more about each of topics in the table below, what is one question you could ask and where would you look, to find the answers?
(*continuous learning level 3*)

To learn more about...	I'd start by asking...	And look for the answer here...
Where Canada Geese can be found	<i>Do Canada Geese live only in Canada?</i>	<i>Library or internet</i>
Tiny home construction		
Best road bike to purchase for where I live		
Vegetarian diets		



2.

You have been getting good traction on some Facebook posts you are writing and think you would like to try blogging about your summer job. You have identified three courses, listed on the next page, that sound good and you are asking yourself which one you should take first.

Circle the number of the course you would choose and write one to two sentences explaining why it is your choice.

(continuous learning level 2, writing level 2)

1. Blogging 2.0
 - We work on improving your current blog; taking it to the next level.
2. So you think you want to be a blogger
 - Great introduction for writing your first blog.
3. Online writing for everyone
 - We review the best of websites, blogs, online courses: a little something for everyone.

Explanation:

3.

You are attending your first talk for new bloggers and don't know anyone else there. After the presentation there is time to mingle informally. What's the best way to continue your learning?

(continuous learning level 2)

1. Don't do anything. You're new and might make a mistake.
2. Smile and wait for someone to approach you.
3. Approach someone else who appears to be alone, introduce yourself and ask what their blog is about.



Complete the steps below.

4.

1. Find information on one occupation you are interested in and list two to three skill or knowledge areas you would need to know, in that occupation.
2. Spending no more than 15 minutes, research online what might be good professional organizations for you to join and/or a professional blog you might follow, related to your chosen career/occupation. List them.
3. Write a couple of sentences describing the organization/blog you would choose.
4. Explain how your preferred learning style could influence whether you would join an online organization or one that meets face to face. (*continuous learning level 3, digital technology level 3, finding information level 2, writing level 2*)

Occupation Skills / Knowledge:

Names of Professional Organization(s) / Blog(s)

Description of Your Choice

Learning Style Impact



Data Data Everywhere!

It is predicted that, by 2020, about 1.7 megabytes of new information will be created *every second* for every human being on the planet. There are currently about seven and a half billion people in the world; that's a lot of new information!

To get an idea of just how much new information that will be, put your continuous learning skills to work and find the answers to the questions below.

1. How much data does your cell phone plan include each month? (Data is usually calculated in megabytes (MB). No phone? No problem. Use your computer skills and find out what is included in a typical phone plan.
(*continuous learning level 2, digital technology level 2, finding information level 2*)

2. Now find answers to the data questions below.
(*continuous learning level 2, digital technology level 2, finding information level 2*)

How much data is used to:

Data Use	Answer
a. send one text-only email	
b. load one web-page	
c. watch a two minute you tube clip	
d. download a song from iTunes	
e. download an album from iTunes	



But is it True?

With the volume of information expanding so quickly, it is important to be sure the sources you use are reliable. This is especially true of online information because experts and non-experts are equally able to put information online.

Take the short true/false quiz below and then compare your answers to what the experts say.

1.

Question	T or F
The first source that comes up in a search is always the most reliable.	
Everything in the first page is true.	
The first source that comes up is the most recent.	
There is nothing useful after the first search page.	
You never know who wrote a source.	
Sources appear in chronological order.	

(continuous learning level 2, digital technology level 3)

How did you do on the quiz?

Unreliable news is nothing new, but because of social media that unreliable news can spread much further and faster than it would with email, telephone or newspapers, in years past.

Data Safety

All the data floating around needs to be protected. There are now frequent reports of hacks and malware attacks on businesses, governments and individuals. Those of us not working in the IT industry have more limited means to protect data, but there are things we can do that help keep our information safe. Read the article below and answer the question that follows.



Article

According to the article about Micro Trend and cyber security, by 2018, there may be 1.3 million robots in factories globally. That's 1.3 million machines at risk of being hacked. Factories that make your phones, cars and planes already depend primarily on machines to automatically put together devices. A series of tests conducted by Micro Trend found that factory robots have weak network security. They also have poor software protection, and some run on outdated software, making them easy to hack.

Operators and programmers can manage their machines remotely, sending commands to robots through their computers or phones. If the connection is insecure, hackers could hijack the machines, leading to sabotage and product defects. This is a big problem because the machines are programmed to be extremely precise in their movements, as the slightest miscalculation can cause catastrophic defects.

1.

What two problems did Micro Trend find with workplace robots that could be minimized by keeping programs up-to-date?
(*continuous learning level 2, reading level 2*)

1.

2.

Now answer the two questions on the next page by circling the letter of the correct statement. Then write one or two sentences explaining your answer for each question.



2. In order to avoid hacks, you should update your software:
(*continuous learning level 2, job task planning level 2, writing level 2*)

- a. according to the manufacturer's instructions
- b. when your friend gets hacked
- c. when you read about a hack on a blog

Explanation:

3. In order to keep your system secure you should:
(*continuous learning level 2, job task planning level 2, writing level 2*)

- a. update files when you think of it
- b. set a schedule so updates are handled automatically
- c. not worry about it as it is not possible to be completely secure

Explanation:



1- BgBgBgBg` nf dr ž

hhsghr `` bshulsx`xnt `l ` x`trd'sgd'enkknv hmf`
Annrsdq`

- hhsdqnehs`Rd` qbgdr

Strange fascination, fascinating me
Changes are taking the pace
I'm going through
David Bowie, 1971

One thing that is constant is that everything changes and the connected world we live in only makes that change more frequent. As workers, we will experience change in how we work, in how we find work, in what type of work we find, in how we train for work, in the information we process at work – and change will continue to come, in ways we haven't even imagined yet.

All of this change means we will need to be proficient and engaged learners our whole lives.





How Do You Like to Learn?

The once popular theory that “learning via our preferred learning style will make all the difference to our success” has been largely discredited. However, the concept that people do learn more easily in some ways than in others is still valid.

While we can’t control the way in which all learning is delivered to us, we may be able to make choices about how we will learn when we are learning on our own. To be prepared for those opportunities, it is helpful to be familiar with learning styles and to have identified which might work best for us.

We usually identify four ways people process information they are learning:

- Visual (V)
 - seeing/watching
- Auditory (A)
 - listening
- Reading/Writing (R)
- Kinaesthetically (K)
 - interacting with learning by touching or doing

There are also two ways people like to learn, relative to other people:

- Alone
- With others



Look at the table on the next page. There are four learning goals listed, each with two preferred learning style options. For each of the goal and learning style combinations, identify one strategy you think would work to help someone reach that learning goal. One has been done for you as an example.

(continuous learning level 3)





Learning Goal	Preferred Learning Style	Strategy idea...
Learn to play guitar	V + alone	<i>Watch guitar teaching videos</i>
	K + with others	
Improve ability to speak Japanese	R + alone	
	A + alone	
Plant a vegetable garden	V + with others	
	R + alone	
Improve physics grade	V + with others	
	K + alone	

Continuous Learning for Work

If you are a fashion designer creating clothing for manufacture, trying to create clothing that will fit a particular segment of the population is a challenge, due to the wide variety of sizing options in use. Clothing sizes have been changing in proportions and dimensions since "ready-to-wear" clothing appeared in the mid-19th century. Sizes across brands and countries still change, based on differing assumptions about body shape profiles. International standards for measuring body proportions and for creating clothing and mannequins have the potential to allow designers to create products that better fit those they are designed for, leading to increased customer satisfaction – and further work opportunities for designers.

The International Organization for Standardization (ISO) develops and publishes international standards that describe requirements that are necessary for ensuring that products and services work to a consistent, high standard. Now ISO is going to make life easier for designers and customers. The ISO 8559 standards series is aimed at increasing customer satisfaction and reducing returns of items as a result of a poor fit. They will also help to reduce barriers to international trade by providing a universal set of size markings and terms of reference. Information on garment labels will be easier for shoppers to understand – a major improvement as, currently, body dimensions listed on garment sizing labels do not relate to body measurements.



Q Identify two ways that ISO 8559 will help consumers.
(continuous learning level 2, reading level 2)

1- How will ISO 8559 help designers?
(continuous learning level 2, reading level 2)

The impact of technology on the Fashion Technology and Design sector. Technology is used for everything from identifying counterfeits of luxury fashion items such as shoes and purses, to letting customers see, using makeover software, what a makeover would do for them. Now there is a new technology on the horizon referred to as “sewbots”. Sewbots are robots that can not only produce the pieces needed for a garment, but can sew them together – a role traditionally handled by seamstresses.

2 You would like to learn more about the impact of sewbot technology on the garment industry. Judging from the titles, which of these articles do you think would be most useful for you to start with, to continue your learning?
(continuous learning level 2)

- a) Who owns sewbots?
- b) History of technology in Fashion
- c) Changing Tech; Changing Work

3 If your interest in the fashion technology field was in garment manufacturing, what courses do you think it would be useful to take, in order to stay employed once sewbots become common?
(continuous learning level 2)

- a) Industrial Sewing Machine Repair
- b) Robot Anatomy Knowledge
- c) Programming for Assembly Line Maintenance



Effective Internet Use for Learning

Much of the continuous learning you undertake will be self-directed and internet based. The internet is a remarkable tool; one that can be accessed anytime and almost anywhere. People use the internet daily for many purposes including for school, or work, or to connect with family and friends, but all this access can mean distraction and lack of productivity. Paying attention to, and potentially changing, your internet habits will help you to productively use time you spend learning online.

Tips for effective internet use for continuous learning:

1. Preparing to learn is not the same as preparing to chat with friends.
2. Understand your internet habits
 - Do you know how you spend your internet time?
 - Do you check your messages every time you hear a notification?
 - Do you waste time reading random articles, just because the title shows up on a page you are on?
 - Do you stay logged in to facebook, twitter, Instagram, etc. even when you are working or learning?
3. Prepare; decide why you are connecting and prepare for that purpose.
 - Make a list of what you need to accomplish
 - Organize the space where you will work
 - Organize your screen; keep information in folders so you can find it easily
 - Turn off notifications until you complete the tasks on your list

It's time to find out how you use the internet, so you can decide if you have habits that prevent you from being productive.

Estimate the total amount of time you spend online each day and write it down.



Estimated total amount of time online each day = _____

In the table that follows, there is a list of common online tasks. Number the tasks, from 1 to 5, in order of how often you do each; 1 = most frequent.

In the *Estimated % Time* column write down what percentage of your total online time you think you spend each day, on each task listed.

Next, track your online time over a couple of days.

Write down the actual total time you spend online and then complete the *Actual % Time* column.

(continuous learning level 3, document use level 2)



Actual total amount of time online each day = _____

My Internet Habits			
#	TASK	Estimated % Time	Actual % Time
	Checking for messages		
	Learning for school		
	Learning for work		
	Messaging friends/family		
	Posting updates		

Internet Searches

The top three search engines for 2017 are:

1. Google – ahead of second place Bing by 43%
2. Bing – developed by Microsoft as a challenge to Google, but has not been able to take top spot
3. Yahoo – powered by Bing, still the most popular email provider and third in the search engine sweepstakes

Search Tips

1. Put your most important keywords first, in a string of keywords.

The more specific the keyword(s), the better.

- a search for top five hikes west of Calgary will give much more accurate results than just best hikes near Calgary

2. Use a Boolean Operator

Two useful Boolean operators are AND, and OR. They can be used to connect your search words in various ways, for better search results.

More information on Boolean Operators and searching the internet can be found in the *Internet Searches* booster.



- 1-** Read the paragraph below. Underline the keywords that explain what the paragraph is about.
(*continuous learning level 2, reading level 2*)

According to a recent study published in 2016 by Buildforce Canada, only 4-5% of skilled workers in the construction and manufacturing sectors are women. As a global movement that promotes access to vocational skills, WorldSkills believes that skills have no gender and that it is time that inequality in the workplace is eradicated. WorldSkills also believes that governments around the world must do more to remove inequality in the workplace. Recent analysis by the World Economic Forum showed that there are considerable gaps between female and male access to economic resources and opportunities. The degree of these inequalities varies from country-to-country but wherever they live women consistently earn less, have fewer jobs, and are in less senior roles than men. WorldSkills is a membership organization that promotes vocational skills around the world. Every two years it hosts the world championships of skills. With Members in more than 70 countries, it is the largest organization of its kind.

- 2-** For each of the three scenarios below, generate six keywords, and one search term using a Boolean operator, that would help you to find information on the internet on the topic.
(*continuous learning level 3*)

1. You are looking for a summer job in Whistler BC in the hospitality industry where accommodation is provided or available at low cost. You have no kitchen experience but are interested to learn.

Boolean operator search		

2. You want to purchase a skateboard for an experienced skater. Must be able to have original artwork applied (will provide drawing). Budget of \$ 150-\$ 300. Lives in Halifax NS.

Boolean operator search		



3. You are looking for a second hand car, Japanese or Korean made. Can't be an automatic. Needs to have room for 3 adults and be large enough to go on occasional road trips. Budget is less than \$ 11,000. Lives in Fort McMurray AB.

Boolean operator search		



3. APPRENTICES ARE ALWAYS LEARNING

Apprenticeship gives individuals the opportunity to complete industry recognised qualifications training, at the same time that they are earning a wage.

An apprentice might be a new employee, or an existing employee who wants to move up by becoming a certified journey person. Or an apprentice might be someone who wants to change occupations between trades or to move from a non-trade occupation to a trade.



In every case, what is common is that continuous learning is very much a part of the success of any apprentice.



Apprenticeship and Continuous Learning

1.

Use the link to go to the *Careers in Trades* website. On the map on the landing page, click on the province or territory where you live. <http://www.careersintrades.ca/where-do-i-start/>

Choose an apprenticeship for the occupation you think is the most interesting and see if you can find the answers to the questions below.

(*continuous learning level 3 and 4, digital technology level 3, reading level 2*)

1. Approximately how many years will it take to complete an apprenticeship in the trade you chose?
2. How many training hours are required?
3. Are there grants or other types of funding available to help?
4. Where is the nearest city to you where you can take the apprenticeship exam?
5. How old do you need to be to register as an apprentice?
6. What percentage of time is spent in the classroom and what percentage is spent on the work site?



2.

Using the apprenticeship you chose in the previous question, or a different one, provide at least one example of how an apprentice in the chosen trade would:

- learn formally
- learn from a co-worker
- learn through self-study

(continuous learning level 3, digital technology level 3, finding information level 2)

NAME OF TRADE _____

Learn formally

Learn from a co-worker

Learn through self-study



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rj hkr 'a` r hbr -''

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SHOR'ENO'ATHICHMF'XNTQ'B@ODDQ'

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sgdtr' hnet r sqx` ne'v gn'b` mkl' qm` ne` c` os'sn`
nolv` r'lst` shmr'-Qdf` qckdr` ne'sgd'nbbt o` shmr` ('
xnt` bgnr'd'ct qhmf` xnt q`v nqj hmf` kled+sgd`
sdbgmknf x+snnr`+` ne'rsq` sdf htr` enq'r't bbdrr` v hkk`
ad'bg` nf hmf` bnnrs` nslx`-Xnt q` noonqst nlsht` v hkk`
cdodhe+hmio` qs+nrij ddohmf` xnt q`rj hkk` ne`
j nmv kdcf d't o, sn, c` sd`



BNVSHMTNTR'KD@QVMMF'SHOR'ENO'ATHICHMF'XNTQ'B@ODDQ'

1. **Keep on reading.** Reading articles, industry trade journals, magazines, blogs, and books is a great way to keep yourself up-to-date and knowledgeable about your industry.
2. **Take classes.** Sometimes, we need to take a class or two to freshen up our skills. Classes allow job-seekers and workers to ensure their skills are up-to-date and that they're staying on top of the latest trends in their field.
3. **Make in-person connections.** Another great way to keep your skills fresh is to learn from other people. Make the effort to meet people in your field who have experience and let them know you want to learn from them. Attend industry conferences, if possible.
4. **Join an industry organization or association.** Organizations and associations provide opportunities to expand your network, your job options, and your resume. Joining an organization or association, provides opportunities to meet interesting people and to have the chance to participate in professional development opportunities. Most occupations have an association you can join. For example, for welders in Canada one option, among several, is the Canadian Welding Association, fashion designers also have several choices such as the Fashion Design Council of Canada or Fashion Group International. Ask your co-workers and do your own research to find the right fit for you.



1- BOOSTER!

Debuting in the '90s, the '90s were a time of great change. The '90s were a time of great change. The '90s were a time of great change.



BOOSTER!

Search engines help you find what you need, but there are a lot of them out there. Choosing a well-rated one is a good place to start your internet searches. The top three in 2017 are listed below, with a brief description of each.

1. Google – ahead of second place Bing by 43%
2. Bing – developed by Microsoft as a challenge to Google, but has not been able to take top spot
3. Yahoo – powered by Bing, still the most popular email provider and third in the search engine sweepstakes

Aside from using a powerful search engine, how efficiently you find information on the internet impacts your ability to be productive. You can type in a general description of what you are looking for and then scroll through the results to find exactly what you are after, but there are a few things you can do that will make you much more efficient.

Search Tips

1. Put your most important keywords first, in a string of keywords.

When searching for information on the internet, keywords are the words or phrases that are used to inform the search engine, *as precisely as possible*, of what results it is you want to see.

- For example: if you want to know if there are any indie rock music venues in Calgary, start with calgary then add indie rock music and venues



The more specific the keyword(s), the better.

- Á As in the example above, a search for indie rock music venues will give much more accurate results than just music venues

2. Use a Boolean Operator

Two useful Boolean operators are AND, and OR. They can be used to connect your search words in various ways, for better search results.

When you enter words in a search bar, the search engine will pull up all documents that have one or more of the words you enter. If you use a Boolean operator you can create a search that is more accurate, and save time scrolling through documents that don't meet your needs. Always use capital letters for Boolean operators.

Below are some examples.

Boolean AND

- narrows your search by pulling up only documents with every one of the keywords you enter. The more keywords you enter, the narrower your search becomes.

For example:

- Á You heard there is an Anishinaabe restaurant in Toronto.
- Type in Anishinaabe and the sixth option listed relates to an Anishinaabe restaurant
- Type in anishinaabe AND restaurant AND Toronto and an article about the restaurant is the first option listed

A Bit More About AND

Some search engines automatically put AND in between each search word. This can end up returning many and less accurate choices. To avoid this you can group phrases using quotation marks.

For example:

If the research topic is related to *High school students engagement in sports*, a search will return documents that have each of the words, but not necessarily connected the way you need them to be.

“High school students” AND “engagement in sports” will return results specific to the topic.



Boolean OR

- use OR to connect similar ideas or to let the search engine know that any of the search terms can be present in the results.

For example:

- Á Type in anishinaabe OR indigenous restaurants in Toronto and there is a long list of restaurants in the Toronto area that are Anishinaabe and/or indigenous.



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dr̃ ṽ nqj̃ nt̃ sž̃

l̃hr̃sgl̃r̃ r̃dbsh̃m̃ne'sgd̃ṽ nqj̃ anñj̃ +
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sgd̃Dr̃r̃d̃h̃sh̃ k̃r̃j̃ l̃kkr̃ 'ṽ nqj̃ nt̃ sr̃
xnt̃ 'bnl̃ okdsdcž̃

CONTINUOUS LEARNING

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0. MATCHING TASKS AND SKILLS

USE THE ANSWERS BELOW TO CHECK YOUR WORK.

Suggested responses are below You may have thought of more/other essential skills for getting the job done.



Task	Skill(s) Used
Find information to complete the set-up of a new iPhone	RT, DS, DU, TS1 & 5
Apply for a learners' license	RT, DU, W, TS5
Book concert tickets	DU, DS, RT, TS2
Shop for new clothes	N, TS2, OC,
Plan a weekend ski / snowboard trip	TS2, 4, 5, DU, N, RT, DS, WWO, OC
Ask if you can use the car to go skiing	OC, WWO,
Text your coach to say you will be late for practice, why, and how you will catch up	DS, W, TS1 & 4
Arrive at work early to learn the new customer payment system	TS1, 6, 4, CL, N, OC
Use a transit schedule to get to your new job on time	DU, TS1, N, DS



Essential Skills		
RT	Reading Text	
DU	Using Documents	
N	Numeracy	
W	Writing	1. Problem Solving
OC	Oral Communication	2. Decision Making
TS	Thinking Skills...	3. Critical Thinking
WWO	Working With Others	4. Planning & Organizing Tasks
DS	Digital Skills	5. Find Information
CL	Continuous Learning	6. Use Memory



Q Kd qnlmf 'Dvoknr hnnž

Trd'sgd` nrv dqr 'adknv 'sn'bgdbj 'xnt q 'v nqj -'

Q

If you wanted to learn more about each of topics in the table below, what is one question you could ask and where would you look, to find the answers?
(continuous learning level 3)

To learn more about...	I'd start by asking...	And look for the answer here...
Where Canada Geese can be found	<i>Do Canada Geese live only in Canada?</i>	<i>Library or internet</i>
Tiny home construction	<i>How do you build a tiny home?</i>	<i>Internet, construction publications with articles about tiny home construction</i>
Best road bike to purchase, for where I live	<i>What kinds of road bikes are there?</i>	<i>Internet, local bike shop</i>
Vegan and vegetarian diets	<i>What are the main differences between vegan and vegetarian diets?</i>	<i>Internet, local vegan or vegetarian restaurant</i>

1-

Circle the number of the course you would choose and write one to two sentences explaining why it is your choice.
(continuous learning level 2, writing level 2)

Explanation:

#2

*Course #1 is for someone who already has a blog (and I don't yet) and #3 is too general for what I need.
#2 will provide the basics I need.*



2.

You are attending your first talk for new bloggers and don't know anyone else there. After the presentation there is time to mingle informally. What's the best way to continue your learning?

(continuous learning level 2)

#3

Approach someone else who appears to be alone, introduce yourself and ask what their blog is about.

3.

Complete the steps below.

1. Find information on one occupation you are interested in and list two to three skill or knowledge areas you would need to know, in that occupation.
2. Spending no more than 15 minutes, research online what might be good professional organizations for you to join and/or a professional blog you might follow, related to your chosen career/occupation. List them.
3. Write a couple of sentences describing the organization/blog you would choose.
4. Explain how your preferred learning style could influence whether you would join an online organization or one that meets face to face. (continuous learning level 3, digital technology level 3, finding information level 2, writing level 2)

Example Answer:

Occupation Skills / Knowledge:

I am interested in being a mechanical draftsman.

I will need to know about CAD, basic architecture and construction theory.

I also know from the Skills Canada website that some of the places I could end up working include a forestry and landscaping company, an urban design company, or an architectural firm.

Names of Professional Organization(s) / Blog(s)

Good organizations for me to join (in the future) or blogs to follow now include:

- *A The Young Leaders Committee at Certified Technicians & Technologists Association of Manitoba*
<http://www.cttam.com/site/youngleaders?nav=05>
- *A The Official AUTOCAD Blog*
<http://blogs.autodesk.com/autocad/>
- *A Canadian Council of Technicians and Technologists*
<https://www.cctt.ca/>



Description of Your Choice

I would choose the blog because I live in a pretty small town in Manitoba and there aren't a lot of face to face options.

Learning Style Impact

I would prefer to do my learning online because I think I learn better that way.

Data Data Everywhere!



How much data does your cell phone plan include each month? (Data is usually calculated in megabytes (MB). No phone? No problem. Use your computer skills and find out what is included in a typical phone plan.

(continuous learning level 2, digital technology level 2, finding information level 2)

1 - 2 GB is most common



Now find answers to the data questions below.

(continuous learning level 3, digital technology level 2, finding information level 2)

Data Use	Answer
a. send one text-only email	10 KB
b. load one web-page	.5 MB
c. watch a two minute you tube clip	1 MB
d. stream apple music for 10 minutes	5 MB
e. download an album from iTunes	50 MB

<http://www.telegraph.co.uk/technology/mobile-phones/8191275/Mobile-data-use-Whats-in-a-megabyte.html>



But is it True?

Q

Question	T or F
The first source that comes up in a search is always the most reliable.	F
Everything in the first page is true.	F
The first source that comes up is the most recent.	F
There is nothing useful after the first search page.	F
You never know who wrote a source.	T
Sources appear in chronological order.	F

(continuous learning level 2, digital technology level 3)

Data Safety

Q

What two problems did Micro Trend find with workplace robots that could be minimized by keeping programs up-to-date?

(continuous learning level 2, reading level 2)

1.
Weak network security
2.
Poor software protection

1-

In order to avoid hacks, you should update your software:

(continuous learning level 2, job task planning level 2, writing level 2)

a)

Explanation:

Following the manufacturer's guidelines will not only keep you up-to-date, but, in the event you suffer a loss because of a hack, the manufacturer can be considered partly responsible. Answers b) and c) are too random and might never happen leaving your system vulnerable to hacking.



2. In order to keep your system secure you should:
(*continuous learning level 2, job task planning level 2, writing level 2*)

b)

Explanation:

One of the things digital technology is most useful for is scheduling boring routine tasks so humans don't have to remember them.

With answer a) you might never think about it, and while c) is technically true, it's not a very proactive attitude. It's always best to minimize risk in whatever you're doing.



1- BgBgBgBg` nf dr ž

Trd'sgd` nr v dqr` adknv` sn`bgdbj` xnt q`v nqj` -`



For each of the goal and learning style combinations, identify one strategy you think would work to help someone reach that learning goal. One has been done for you as an example.
(*continuous learning level 3*)

Answers will vary. Some possible responses are shown below.		
Learning Goal	Preferred Learning Style	Strategy idea...
Learn to play guitar	V + alone	Watch guitar teaching videos
	K + with others	Join a group of beginner-intermediate guitar players who meet together once a week. Can't find one? Create your own.
Improve ability to speak Japanese	R + alone	Find a textbook that explains how the language is structured and start there.
	A + alone	Use a languages on tape method like Berlitz or have a Japanese speaker you know put a few phrases on your voice recorder so you can listen whenever you want.
Plant a vegetable garden	V + with others	Visit a community garden and see if you could be a garden helper to someone who has been growing vegetables for a while. Or, offer just to tidy up so you can watch several gardeners at work.
	R + alone	Locate and follow a blog about successful gardens in your area and



		<i>the best plants for your soil and growing season.</i>
Improve physics grade	V + with others	<i>Join or form a study group to work out problems, and watch and discuss instructional videos together.</i>
	K + alone	<i>Gather your own set of mathematical objects to help you replicate problems. Consider things such as pulleys, circuit boards, pumps, lasers, magnets, lasers, etc.</i>

Continuous learning for Work

G Identify two ways that ISO 8559 will help consumers.
(*continuous learning level 2, reading level 2*)

Any 2 of

- *A boost satisfaction*
- *A reduce need for returns*
- *A simplify information*

1- How will ISO 8559 help designers?
(*continuous learning level 2, reading level 2*)

Can create clothes that fit better
Improved customer satisfaction
Potential for more work opportunities

2- You would like to learn more about the impact of sewbot technology on the garment industry. Judging from the titles, which of these articles do you think would be most useful for you to start with, to continue your learning?
(*continuous learning level 2*)

c) Changing Tech; Changing Work



3-

If your interest in the fashion technology field was in garment manufacturing, what courses do you think it would be useful to take, in order to stay employed once sewbots become common?

(continuous learning level 2)

b) Robot Anatomy Knowledge

Effective Internet Use for Learning

Q-

Estimate the total amount of time you spend online each day and write it down.

In the table that follows, there is a list of common online tasks. Number the tasks, from 1 to 5, in order of how often you do each; 1 = most frequent.

In the *Estimated % Time* column write down what percentage of your total online time you think you spend each day, on each task listed.

Next, track your online time over a couple of days.

Write down the actual total time you spend online and then complete the *Actual % Time* column.

(continuous learning level 3, document use level 2)

Examples of answers are below

Estimated total amount of time online each day = 3 hours

Actual total amount of time online each day = 5 hours

My Internet Habits			
#	TASK	Estimated % Time	Actual % Time
2	Checking for messages	20%	25%
4	Learning for school	45%	20%
5	Learning for work	0% Don't work yet	0% Don't work yet
1	Messaging friends/family	20%	25%
3	Posting updates	15%	30%



1. Read the paragraph below. Underline the keywords that explain what the paragraph is about. (continuous learning level 2, reading level 2)

According to a recent study published in 2016 by Buildforce Canada, only 4-5% of skilled workers in the construction and manufacturing sectors are women. As a global movement that promotes access to vocational skills, WorldSkills believes that skills have no gender and that it is time that inequality in the workplace is eradicated. WorldSkills also believes that governments around the world must do more to remove inequality in the workplace. Recent analysis by the World Economic Forum showed that there are considerable gaps between female and male access to economic resources and opportunities. The degree of these inequalities varies from country-to-country but wherever they live women consistently earn less, have fewer jobs, and are in less senior roles than men. WorldSkills is a membership organization that promotes vocational skills around the world. Every two years it hosts the world championships of skills. With Members in more than 70 countries, it is the largest organization of its kind.

2. For each of the three scenarios below, generate six keywords (or key phrases), and one search term using a Boolean operator, that would help you to find information on the internet, on the topic. (continuous learning level 2, reading level 2)

1. You are looking for a summer job in Whistler BC in the hospitality industry where accommodation is provided or available at low cost. You have no kitchen experience but are interested to learn.

<i>Whistler</i>	<i>BC</i>	<i>job</i>
<i>Summer</i>	<i>Accommodation</i>	<i>kitchen</i>
Boolean operator search "Whistler summer employment" AND "accommodation provided"		

2. You want to purchase a skateboard for an experienced skater. Must be able to have original artwork applied (will provide drawing). Budget of \$ 150-\$ 300. Lives in Halifax NS.

<i>Skateboard</i>	<i>Halifax NS</i>	<i>customize</i>
<i>\$150-\$300</i>	<i>Original art/design</i>	<i>professional</i>
Boolean operator search "original design" AND "custom skateboard" AND Halifax		



3. You are looking for a second hand car, Japanese or Korean made. Can't be an automatic. Needs to have room for 3 adults and be large enough to go on occasional road trips. Budget is less than \$ 11,000. Lives in Fort McMurray AB.

<i>Japanese or Korean</i>	<i>Asian</i>	<i>car</i>
<i>automatic</i>	<i>Ten thousand</i>	<i>Fort Mac</i>
Boolean operator search <i>"Japanese or Korean" AND "car for sale" NOT "automatic"</i>		



2- @ooqdhstbdr `@qd`@kv ` xr `Kd` qnlrf

Trd'sgd` nrv dqr `adknv `sn`bgdbj `xnt q`v nqj -`



Choose an apprenticeship for the occupation you think is the most interesting and see if you can find the answers to the questions below.

(continuous learning level 3 and 4, digital technology level 3, reading level 2)

Sample Answers: *Manitoba - Machinist*

1. Approximately how many years will it take to complete an apprenticeship in the trade you chose?

4

2. How many training hours are required?

1800

3. Are there grants or other types of funding available to help?

yes

4. Where is the nearest city to you where you can take the apprenticeship exam?

Winnipeg

5. How old do you need to be to register as an apprentice?

16

6. What percentage of time is spent in the classroom and what percentage is spent on the work site?

20%/80%



Continuous learning for Work

1-

Using the apprenticeship you chose in the previous question, or a different one, provide at least one example of how an apprentice in the chosen trade would:

- Á learn formally
- Á learn from a co-worker
- Á learn through self-study

(continuous learning level 3, digital technology level 3, finding information level 2)

Machinist apprentices:

Learn formally - *during technical training sessions at college*

Learn from a co-worker - *on the job*

Learn through self-study - *by reading trade magazines and supplier catalogues etc.*

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oqnf q` !**



**DR'
@rrdrri dhsž**

CONTINUOUS LEARNING

Use the table of contents to navigate through this workbook. Track your progress by putting a checkmark beside each topic you complete.

SECTION AND TOPIC		Pg.	√
ES Assessment!		75	
1	Continuous Learning Skill Testing Questions	77	
2	Continuous Learning Testing Questions – Answer key	81	



BNVSHVTNTR'KD@QVMMF'

RJ HK'SDRSHMF'PTDRSHMVR'

**Sqx'sgd'Opt drshnr'adknv'sgdmibgdj'sgd'
'nrv dqj dx'sn'rdd'gnv'v dkk'xnt'cle'**



At the Robotics workshop, you saw a demonstration called *Teaching Robots to Cook, Relax and Play Catch*. You would like to see other demonstrations that are relevant to the one you saw.

At which three demonstrations will you learn more about *Teaching Robots to Cook, Relax and Play Catch*?

10:30 – 11:25 Large Group Session <i>Teaching Robots to Cook, Relax and Play Catch</i>						
Sensing for Grasping	Human-Robot Interaction	Insect Scale Robotics	Marine Robotics Control	Rethinking Industrial Robots	Modeling and Control of Aerial Robots	Hand Design

- a) Sensing for Grasping / Insect Scale Robotics / Rethinking Industrial Robots
- b) Sensing for Grasping / Human-Robot Interaction / Hand Design
- c) Human Robot Interaction / Rethinking Industrial Robots / Hand Design



1- You are attending a conference on aerial drones. You would like to know more about how they were first developed. Which session will you choose to attend?

- a) Aerial Drones – A Blessing or a Curse?
- b) Emerging Technologies in Aerial Drone Development
- c) Drones – How did they get here?

2- You work as a dishwasher at a restaurant. New equipment was installed and there are new cleaning procedures. What would be the best way to learn the new procedure?

- a) Memo about the new equipment and procedure
- b) Demonstration of procedure by the supervisor
- c) Equipment manual for the new dishwasher

3- You are going to do some summer work at your dad's construction site. What is the best course to take to learn about harmful chemicals on the job?

- a) Young Worker Readiness Certificate Course
- b) Confined Space Training
- c) Workplace Hazardous Materials Information System (WHMIS)

4 Summer interns at Theatre Quest help get amateur theatre productions ready to open. They are expected to show initiative. You have been asked to put together the stage lighting, but the instruction manual is missing three pages. How will you find out what you need to know, in order to put the lighting together?

- a) Use the instructions and guess at the missing parts.
- b) Use the instructions and ask your co-worker, who has done the job before.
- c) Ask your supervisor to show you what to do.



5.

You are working part time as a dog walker for a local business. You think you would like to become a dog trainer. What course do you need to get your career moving in this direction?

- a) Introduction to Dogs
- b) How dogs learn
- c) Creating a group training program

6.

Which YouTube tutorial would provide the best information about how to do dip-dye hair?

- a) Red dip dye hair tutorial
- b) How to dip dye your hair
- c) Dip dye hair – so pretty!



)

7.

You are doing some volunteer work at the local library circulation desk. What information do you need to learn about regularly?

- a) Upcoming events at the library
- b) Books that have been available
- c) Borrowing regulations for patrons

8.

You have been playing the Rock Band game for a while but your skill level hasn't improved. Which of the following blog post topics have tips to get you to Expert level?

- a) Knowing when to hammer on and pull off notes.
- b) Preparing by looking at upcoming notes to see patterns.
- c) Hand positioning for the most challenging songs.



As a new driver, you would like to improve your skills so you can feel more confident when you drive. Which course will improve the skills?

- a) The Tune Up Series
You choose what you want to improve. Lessons customized for you.
- b) Defensive Driver
Improve defensive driving skills. Get demerits removed from your driver's abstract.
- c) RV Safety
Improve skills and confidence for handling an RV, camper, or trailer.



You have been on several day hikes and would like to progress to summer, overnight backpacking trips. The local hiking group offers seminars on backpacking. Which seminar do you need to take, in order to have a safe and enjoyable first experience?

- a) Avalanche Safety / Backcountry Regulations
- b) Backcountry Safety / Backpacking Essentials
- c) Eating Well in the Back Country / Backcountry Safety



CONTINUOUS LEARNING

SKILL TESTING QUESTIONS

ANSWER KEY

HOW DID YOU DO ON THE 11 QUESTIONS?

1.

At the Robotics workshop, you saw a demonstration called *Teaching Robots to Cook, Relax and Play Catch*. You would like to see other demonstrations that are relevant to the one you saw.

At which three demonstrations will you learn more about *Teaching Robots to Cook, Relax and Play Catch*?

b) Sensing for Grasping / Human-Robot Interaction / Hand Design

continuous learning – level 2

2.

You are attending a conference on aerial drones. You would like to know more about how they were first developed. Which session will you choose to attend?

c) Drones - How did they get here?

continuous learning – level 2

3.

You work as a dishwasher at a restaurant. New equipment was installed and there are new cleaning procedures. What would be the best way to learn the new procedure?

b) Demonstration of procedure by the supervisor

continuous learning – level 1



4.

You are going to do some summer work at your dad's construction site. What is the best course to take to learn about harmful chemicals on the job?

c) WHMIS

continuous learning – level 1

5.

Summer interns at Theatre Quest help get amateur theatre productions ready to open. They are expected to show initiative. You have been asked to put together the stage lighting, but the instruction manual is missing three pages. How will you find out what you need to know, in order to put the lighting together?

b) Use the instructions and ask your co-worker, who has done the job before

continuous learning – level 2

6.

You are working part time as a dog walker for a local business. You think you would like to become a dog trainer. What course do you need to get your career moving in this direction?

b) How dogs learn

continuous learning – level 1

7.

Which YouTube tutorial would provide the best information about how to do dip-dye hair?

b) How to dip dye your hair

continuous learning – level 2

8.

You are doing some volunteer work at the local library circulation desk. What information do you need to learn about regularly?

c) Borrowing regulations for patrons

continuous learning – level 1



9.

You have been playing the Rock Band game for a while but your skill level hasn't improved. Which of the following blog post topics have tips to get you to Expert level?

b) Preparing by looking at upcoming notes to see patterns

continuous learning – level 2

10.

As a new driver, you would like to improve your skills so you can feel more confident when you drive. Which course will improve the skills?

c) The Tune Up Series

You choose what you want to improve. Lessons customized for you.

continuous learning – level 1

11.

You have been on several day hikes and would like to progress to summer, overnight backpacking trips. The local hiking group offers seminars on backpacking. Which seminar do you need to take, in order to have a safe and enjoyable first experience?

b) Backcountry Safety / Backpacking Essentials

continuous learning – level 2



How did you do? Enter the number of answers, in each level, that you got correct.

CONTINUOUS LEARNING		
Level 1 /5	Level 2 /6	Level 3 NA

80 – 100% correct – skills may be in upper Level 2 and might be quite quickly improved to Level 3, with practice.

60 – 80% correct – skills may be in low to mid-level 2. They need to be improved, but some of the basics are likely in place and so it might be possible to improve reasonably quickly.

<60% - skills could definitely use some practice.