

Self-Assessment of my Core Competencies:
Letter of Self-Recommendation

Learning to reflect on your strengths is an essential skill that everyone draws upon to progress through life in order to apply for post-secondary institutions, scholarships, or jobs, and to navigate through personal, school, and work relationships. If you know yourself, you can improve yourself, and create the future that you want!

Your task is to write a letter of self-recommendation to highlight your strengths and accomplishments.

In order to brainstorm ideas for your letter of self-recommendation, you will:

- 1) Self-reflect on your learning by selecting the subject area or extra-curricular area (clubs, teams, organizations, or work/volunteer experiences) where you have best used/developed each facet of the three core competencies (Communication, Thinking, and Personal Social).
 - 2) Write a letter of self-recommendation where you will describe your strengths, the evidence of these strengths, your goals, and how you will further develop your Core Competencies.
 - 3) Submit the letter in myBlueprint and print out your letter to share at a brief five-minute one-on-one meeting with a mentor on May 15, 2019 during HIP time.
-

How to submit letter in myBlueprint:

- In myBlueprint, click on Class Activities
- In the Class of 2023, click on "1 New Activity"
- Click "Start Activity"
- In the "Media" section, click on the file icon to attach your file
 - o Select file to upload
 - o Click "Upload"
- Click "Post" (top right hand corner)
- Select a portfolio to add this activity to by clicking "Add Portfolio"
 - o Name it "Core Competencies"
 - o Click "Add Portfolio"
 - o Click on "Core Competencies" to add this activity to the "Core Competencies" portfolio
 - o Click "Add to Portfolio"
- Write a reflection on the activity that you just completed and click "Add Reflection"
- You will see a green "Success" with a checkmark if you successfully submitted your letter

Self-Assessment of my Core Competencies:

Letter of Self-Recommendation

Part 2 (Letter of Self-Recommendation) – Using the information from your self-assessment above, write a letter about yourself. Include a paragraph about each of the three core competencies: communication, thinking, and personal/social. Include a variety of examples from different subjects and/or extracurricular activities. Remember to print out your letter of self-recommendation and save a digital copy.

Your letter should be structured as follows:

Introduction: Introduce yourself and the topic of your letter

Paragraph One:

This paragraph is about the core competency of communication. Choose one statement that describes a strength and provide evidence or an example that demonstrates your communication strength. List a communication goal. Describe what you want to do better and explain how you will reach this goal.

Example: I can present information and ideas to an audience of strangers by presenting information in a clear and organized way in Science class. After my presentation on cell structures in Science class, I received positive feedback from my teachers and peers. I also felt confident about my knowledge and obtained a high score on my presentation. I want to learn how to receive feedback graciously and incorporate it into my work. I will keep a journal of the feedback I receive and track my improvement.

Paragraph Two:

This paragraph is about the core competency of thinking. Choose at least one statement that describes a strength and provide evidence or an example that demonstrates your thinking strength. List a goal for a thinking core competency. Describe what you want to do better and explain how you will reach this goal.

Example 1: I can articulate my likes and dislikes in PE class. I am able to understand which physical activities I enjoy doing and am good at. I know that I am not very good at running and do not like it very much. I know this from my poor results from my timed running test. Although my timed running test was poor, I want to be able to improve my time. I will do this by continually trying despite not enjoying the activity, as I understand the importance of maintaining physical health. I will keep improving my cardiovascular strength by doing similar activities to running that I prefer such as riding a bicycle and hiking the Grouse Grind.

Example 2: I can collaborate with others to generate new ideas and solutions as a member of the Environmental Club. Noticing that much garbage is left behind in the hallways after lunch, I worked with club members to come up with a solution to provide awareness to students through posters and P.A. announcements. We noticed that hallways were cleaner after our campaign. I want to create more ideas to reduce waste in general. For example, I would like our club to come up with ways to encourage using re-usable containers. I will keep continue to collaborate with club members and reach out to student council, too.

Self-Assessment of my Core Competencies:

Letter of Self-Recommendation

Paragraph Three

This paragraph is about personal/social competencies. Choose at least one statement that describes a strength and provide evidence or an example that demonstrates your personal/social strength. List a goal for a personal/social core competency. Describe what you want to do better and explain how you will reach this goal.

Example: I can solve problems by myself and know when to seek help and I can compromise to meet the needs of others in my Socials Studies class. I know that when my group is having a problem agreeing, we can try to solve the problem as a group and try to listen to others to come up with a compromise. This occurred during our presentation on the Black Plague. One group member wanted to act out the information in the form of a skit and the rest of the group did not. In the end, we compromised by not doing a skit, but instead using props. In this way, we could spend more time working on the content of the presentation. I want to be able to better solve problems by myself and only seek help if necessary. I will do this by listening more to others and considering their opinions.

Conclusion: Conclude your letter with a concluding paragraph highlighting your learning.

* See the next page for a sample letter.

Self-Assessment of my Core Competencies:

Letter of Self-Recommendation

Sample Letter

To Whom It May Concern:

In this letter, I will describe my growth in the following areas: communication, thinking, and personal/social. I will also provide information about my strengths, some of my future goals, and plans for further personal development.

I have developed my communication skills in all my classes, but I would like to provide an example from Applied Skills. During this class, I created a presentation about healthy eating. I was able to present information in a clear and organized way through the use of technology. Through an interactive quiz with my audience, I was able to share information with my peers about Canada's Food Guide. My future goal is to become more confident speaking in front of other students. I hope to achieve this goal through practice and through asking for and acting upon feedback from others.

This year, I have developed critical and creative thinking skills. For example, being able to articulate my likes and dislikes is a critical thinking competency. I can articulate my likes and dislikes in PE class. I am able to understand which physical activities I enjoy doing and am good at. I know that I am not very good at running and do not like it very much. I know this from my poor results from my timed running test. Although my timed running test was poor, I want to be able to improve my time. I will do this by continually trying despite not enjoying the activity, as I understand the importance of maintaining physical health. I will keep improving my cardiovascular strength by doing similar activities to running that I prefer such as riding a bicycle and hiking the Grouse Grind. In addition, I was able to demonstrate my critical thinking skills through my extra-curricular activities. I can collaborate with others to generate new ideas and solutions as a member of the Environmental Club. Noticing that much garbage is left behind in the hallways after lunch, I worked with club members to come up with a solution of providing awareness to students through posters and P.A. announcements. We noticed that hallways were cleaner after our campaign. I want to create more ideas to reduce waste in general. For example, I would like our club to come up with ways to encourage using re-usable containers. I will keep continue to collaborate with club members and reach out to student council, too.

Finally, I would like to share an example of a personal/social core competency. I can solve problems by myself and know when to seek help and I can compromise to meet the needs of others in my Socials Studies class. I know that when my group is having a problem agreeing, we can try to solve the problem as a group and try to listen to others to come up with a compromise. This occurred during our presentation on the Black Plague. One group member wanted to act out the information in the form of a skit and the rest of the group did not. In the end, we compromised by not doing a skit, but instead using props. In this way, we could spend more time working on the content of the presentation. I want to be able to better solve problems by myself and only seek help if necessary. I will do this by listening more to others and considering their opinions.

In conclusion, this year I learned to reflect on my communication, thinking, and personal/social core competencies. I am learning to recognize my strengths and set goals for my personal development. In grade 8, I excelled at presenting information clearly, in becoming aware of my likes and dislikes, solving problems by working collaboratively and generating solutions to environmental problems by working in groups.