

Career and Educational Development Glossary

balance - Stability and harmony across the multiple roles people fulfill in their lives.

critical thinking - Careful thought, including reflection and analysis, to determine whether a given proposition is true.

habits of mind - Patterns of thinking that lead to position actions; having information and knowing how to act on it.

information and communication technology (ICT) literacy - The use of digital technology and communication tools to access, manage, integrate and evaluate information, construct new knowledge, and communicate with other in order to participate effectively in society.

interpersonal skills - The abilities and proficiencies that support successful interaction with others in career and life roles. For example: getting along with others, respecting diversity, working as part of a team, dealing with peer pressure, managing conflict, and accepting responsibility for personal behavior.

labor market information - The specific information about current employment opportunities at the local, national, or international level.

literacy - The development and application of reading, writing, speaking, listening, viewing, inquiry, and use of technology to think, comprehend, communicate, and respond effectively.

numeracy - The knowledge and skills that are required to read, comprehend, calculate, evaluate, and communicate in quantitative terms.

occupational information - Information about specific jobs or lines of work.

planning process - Systematic focus on and gathering of information on specific topics that contribute to making wise and informed choices.

post-secondary education, training - Education and training after high school.

rational, intuitive and consultative decision making models - The three models of decision making that are useful in making career and life choices.

Rational decision making model is a planning and cognitive process involving specific steps that include identifying the decision to be made, gathering relevant information, identifying alternatives, weighing the evidence, choosing the best alternative, taking action, and evaluating the consequences.

Intuitive decision making model is an immediate pre-thinking understanding of the truth or facts, without reasoning; a deep inner sense of what feels right.

Consultative decision making model is a process that involves an exchange of ideas with others who are in a position to give advice.

school-to-school - The time and energy one places in the learner role immediately following high school, such as going to a community college or four-year college or vocational program.

self-concept - A picture of one's self in some role, situation, or position, performing some set of functions, or in some set of relationships with others.