

## L&E: Graduate Attribute Matrix (16/17)

- Demonstrate knowledge and understanding of the primary theories and concepts relevant to your field of study
- Apply theory to practice in organisational settings and relate practice to theory
- Demonstrate aptitude for critical thought and creativity
- Effectively utilise relevant information and communication skills
- Critically evaluate ethical and sustainability-based issues within your field of study
- Evidence the capacity to act as global citizens
- Demonstrate the capacity to make an impact in organisations (including being able to work effectively in teams).

<b>SKILLS/KNOWLEDGE/ATTRIBUTE</b> <i>The below are based on the 7 NBS Learning &amp; Teaching Graduate Attributes (above) and commonly required skills sought by employers</i>	<b>Your rating</b> <i>1 = lowest 5 = highest</i>	<b>EVIDENCE</b> <i>Justify your personal rating. Identify examples that demonstrate your ability in skill/attribute. Use wide range of examples: university/external, academic or extra-curricular, work experience, volunteering, membership of clubs/societies etc.</i>	<b>LINK TO PLAN</b> <i>Link weaker areas to specific CPD activity and your Personal Development Plan</i>
<b>Team-working (TW)</b> 1. Working in a team of people to achieve a common goal 2. Making a personal contribution to and impact on a team 3. Supporting others in order to achieve a common goal	TW1		
	TW2		
	TW3		
<b>Communication (CO)</b> 1. Explaining complex ideas, theories or information through written essays or reports 2. Delivering presentations in front of an audience 3. Building a rapport with new people, including networking with professionals	CO1		
	CO2		
	CO3		
<b>Leadership (L)</b> 1. Taking responsibility of a group of people 2. Managing the delivery of project/task 3. Motivating and supporting others 4. Influencing others	L1		
	L2		
	L3		
	L3		
<b>IT (IT)</b> 1. Using basic IT software (Word, Outlook, PowerPoint, Excel) 2. Utilising social media to aid your professional development 3. Awareness of and ability to use industry specific software relevant to your subject area/future (e.g. Excel, SAGE, Google Analytics)	IT1		
	IT2		
	IT3		

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<b>Analytical / Problem Solving (APS)</b> 1. Use of critical thought to underpin academic arguments 2. Use of logical thought to solve problems using data or information 3. Ability to use, analyse and interpret numerical data 4. Creatively finding new solutions to complex problems 5. Critically identify valid and reliable sources of information to support your work	APS1 APS2 APS3 APS4 APS5		
<b>Organisation (O)</b> 1. Ability to prioritise, plan and manage academic work 2. Ability to manage university work alongside employment, extra-curricular activities or other responsibilities 3. Punctuality and attendance	O1 O2 O3		
<b>Commercial / industry awareness (CIA)</b> 1. Experience of working within a relevant professional setting related to your future 2. Ability to apply theory to practice in organisational settings 3. Awareness of job opportunities, and recruitment process, within area of interest	CIA1 CIA2 CIA3		
<b>Global Citizenship (GC)</b> 1. Experience of working with people from a different culture/language to you 2. International awareness and openness to the world 3. Understanding and appreciation of social, economic and environmental sustainability issues	GC1 GC2 GC3		
<b>Add further skills/attributes relevant to your future (FS)</b> <ul style="list-style-type: none"> <li>• Additional 1</li> <li>• Additional 2     <i>specify/tailor here!</i></li> <li>• Additional 3</li> </ul>	FS1, FS2 etc,		

**All the above needs to feed into your Personal Development/Action Plan for the year.**