



SCANS Competencies Correlation Guide

Taken from *What Work Requires of Schools: A SCANS Report for America 2000*, June 1991, U.S. Department of Labor.

SKILLS FOR ADOLESCENCE (SFA): GRADES 6 – 8

SFA consists of 8 instructive units and a Service-Learning unit. These units include:

- **Unit 1: Entering the Teen Years: The Challenge Ahead**
- **Unit 2: Building Self-Confidence and Communication Skills**

Service-Learning Unit

- **Unit 3: Managing Emotions in Positive Ways**
- **Unit 4: Improving Peer Relationships**
- **Unit 5: Strengthening Family Relationships**
- **Unit 6: Living Healthy and Drug-Free**
- **Unit 7: Setting Goals for Healthy Living**
- **Unit 8: Summing Up: Developing Your Potential**

CORE SKILLS AND COMPETENCIES	Addressed within SFG Curriculum
Resources: Identifies, Organizes, Plans and Allocates Resources	
Time: Selects goal-relevant activities, ranks them, allocates time, prepares and follows schedules.	Unit 1: Session 11; Service-learning Unit: (sessions 1 – 5; projects begin after Unit 2 and continue throughout the course), Unit 3: Session 10; Unit 4: Session 12; Unit 5: Session 9; Unit 6: Session 23; Unit 7: Sessions 4 – 6; Unit Projects for Unit 1 - 7
Human Resources: Assesses skills and distributes work accordingly, evaluates performance and provides feedback.	Service-learning Unit: sessions 2 – 5 and update sessions in Units 3 – 8; Unit Projects for Units 1 - 7
Interpersonal: Works with Others	
Interpersonal: Works with others.	Unit 1: Sessions 2, 3; Year 2: Session 2; Year 3: Session 2; Unit 2: Sessions 5, 6; Service-learning Unit: Sessions 3 – 5 and update sessions in Units 3 – 8; Unit 3: Sessions 6, 8; Unit 5: Sessions 4, 5; Unit 8, Sessions 1-2
Participates as Member of a Team: Contributes to group effort.	All sessions, as the curriculum is built up on the cooperative groupwork learning model; Service-learning unit: Sessions 1-5 and update sessions in Units 3-8; Unit 5: Sessions 4-5, 7; Unit 6: Sessions 14-16; 18-21
Teachers Others New Skills	Unit 1: Session 3; Unit 2: Sessions 5, 9; Service-learning Unit: Session 4 and update sessions in Units 3-8; Unit 4: Sessions 5, 6, 8; Unit 4: sessions 5, 6, 10; Unit 5: Sessions 4-5; Unit 6: Sessions 10, 11, 15, 16, 18, 19, 20, 21; Unit 7: Sessions 4-7; Unit Projects for



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	Units 1-7
Serves Clients/Customers: Works to satisfy customers' expectations.	Service-learning Unit: Sessions 4, 5 and update sessions in Units 3-8; Unit Projects for 1-7
Exercises Leadership: Communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.	Unit 1: Session 9; Service-learning Unit: Sessions 3-5 and update sessions in Units 3-8; Unit 6: Sessions 15, 16, 18, 19, 20, 21; Unit Projects for Units 1-7
Negotiates: Works toward agreements involving exchange of resources, resolves divergent interests.	Unit 1: Session 2; Year 2: Session 2; Year 3: Session 2; Unit 4: Session 10
Works with Diversity: Works well with women and men from diverse backgrounds.	Unit: Sessions 1, 3-6; Unit 2: Session 6; Service-learning Unit, Sessions 1-5 and update sessions in Units 3-8; Unit 4: Session 1-4, 9-11; Unit 7: Session 2; Unit 8, Session 2; Unit Projects for Units 1-7
Information: Acquires and Uses Information	
Acquires and Evaluates Information	Unit 1: Sessions 7, 9, 13; Unit 2: Sessions 5, 6, 8; Service-learning Unit: Sessions 1-5 and update sessions in Units 3-8; Unit 4, Session 11; Unit 5: Sessions 2, 3; Unit 6: Sessions 8, 9, 14; Unit 7: Session 2; Unit 8, Session 2; Unit Projects for Units 1-7
Organizes and Maintains Information	Unit 1: Session 11; Service-learning Unit: Session 1-5 and update sessions in Units 3-8; Unit 6: Sessions 20, 21; Unit 7: Sessions 4-6; Unit Projects for Units 1-7; Workbook Assignments for Units 1-7; Notebook Entries for all sessions in Units 1-7
Interprets and Communicates Information	Unit 1: Sessions 3, 8, 10, 11, 12, 13; Year 2: Session 1, 2; Year 3: Sessions 1, 2; Unit 2: Sessions 3, 4, 5, 6, 7, 8, 9, 10; Service-learning Unit: Sessions 1-5 and update sessions in Units 3-8; Unit 3: 1, 3-9; Unit 4: Sessions 6-11; Unit 5: Sessions 2-6, 8; Unit 6: Sessions 1, 4-10, 12-22; Unit 7: Sessions 1-4, 7-8; Unit 8: 1, 3, 4; Unit Projects for Units 3-7
Systems: Understands Complex Interrelationships	
Understands Systems: Knows how social, organizational, and technological systems work and operates effectively with them.	Service-learning Unit: Session 4 and update sessions in Units 3-8; Unit Projects for Units 1-7
Monitors and Corrects Performance: Distinguishes trends, predicts impacts on	Service-learning Unit: Session 4 and update sessions in Units 3-8;



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system operations, diagnoses deviations in systems' performance and corrects malfunctions.	
Improves or Designs Systems: Suggests modifications to existing systems and develops new or alternative systems to improve performance.	Service-learning update sessions in Units 3-8
Basic Skills: Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks	
Reading: Locates, understands and interprets written information in prose and in documents such as manuals, graphs, and schedules.	Unit 1: Sessions 10, 13; Unit 2: Sessions 7-10; Service-learning Unit: Sessions 1-4 and update sessions in Units 3-8; Unit 3: Sessions 7, 9; Unit 4: Sessions 9, 11; Unit 5: Sessions 6, 8; Unit 7: Sessions 8, 11; Unit Projects in Units 1-7
Writing: Communicates thoughts, ideas, information, and messages in writing; creates documents such as letters, directions, manuals, reports, graphs, and flow charts.	Workbook assignments in Units 1-8; Notebook Entries in all sessions of Units 1-8; Service-learning Unit: Sessions 3, 4; Unit Projects in Units 1-7
Listening: Receives, attends to, interprets, and responds to verbal message and other cues.	Specific listening skills taught in Unit 1: Session 2; Year 2, Session 2; Year 3, Session 2; Unit 2: Sessions 4-6; listening as an activity is required in all sessions because of cooperative groupwork and reflection learning model
Speaking: Organizes ideas and communicates orally.	Service-learning Unit: Sessions 1-5 and update sessions in Units 3-8; Unit Projects for Units 1-7. All sessions provide opportunities for students to reflect about a specific topic or skill and share their insights and discoveries with a small group or the class.
Thinking Skills: Thinks Creatively, Makes Decisions, Solves Problems, Visualizes, Knows How to Learn, and Reasons	
Creative Thinking: Generates new ideas.	Unit 1: Sessions 2, 7, 8, 11, 12; year 2: Session 2; Year 3, Sessions 2, 3; Unit 3: 1, 4-10; Service-learning Unit: Session 1 and update sessions in Units 3-8; Unit 3: Sessions 1-9; Unit 4: Sessions 1-5, 8, 10, 11; Unit 5: Sessions 3-7; Unit 6: Session 1, 4-13; 15-21; Unit 7: Sessions 1-4, 7-9, 11; Unit 8: Sessions 1-3, 5; Unit Projects for Units 1-7; Unit Projects in Units 1-7
Decision Making: Specifies goals and constraints, generates alternatives,	Unit 2: Sessions 8, 9; Service-learning Unit: Sessions 2 and all update sessions in Units 3-8; Unit 3:



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considers risks, and evaluates and chooses best alternative.	Sessions 8; Unit 4: Sessions 5-8, 10; Unit 5: Sessions 4, 5; Unit 6: Sessions 5-13, 15-19; Unit 7: Sessions 4-6
Problem Solving: Recognizes problems and devises and implements plans of action.	Unit 1: Session 11; Service-learning Unit: Sessions 2-4 and all update sessions in Units 3-8; Unit 4: Session 10; Unit 5: Sessions 4, 5; Unit 7: Sessions 4-6; Unit Projects in Units 1-7
Seeing Things in the Mind's Eye: Organizes and processes symbols, pictures, graphs, objects and other information.	Unit 1: Session 11; Unit 2: Sessions 2-3; Service-learning Unit: Sessions 1-3; Unit 3, Session 1-5; Unit 4, Sessions 1, 2; Unit 5: Sessions 1-3, 7; Unit 6: Sessions 18-21; Unit 7: Sessions 1, 9, 10; Unit 8, Sessions 4-5
Knowing How to Learn: Uses efficient learning techniques to acquire and apply new knowledge and skills.	Unit 1: Sessions 7; Service-learning Unit: Session 1-5 and update sessions from Units 3-8; Unit 5: Session 2; Unit 6: Sessions 3-13, 15-16, 20-21; Unit 7, Session 7; Unit Projects in Units 1-7
Reasoning: Discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.	Unit 1: Session 9, 13; Unit 2: Session 4, 8; Service-learning Unit: Sessions 1-5 and update sessions in Units 3-8; Unit 4: Session 10, 11; Unit 5: Sessions 2, 3; Unit 6: Sessions 3-7, 12-14; Unit 7: Sessions 4-6
Personal Qualities: Display Responsibility, Self-Esteem, Sociability, Self-Management, Integrity, and Honesty	
Responsibility: Exerts a high level of effort and perseveres towards goal attainment.	Unit 1: Session 11; Unit 2: 8; Service-learning Unit: Sessions 2-5 and update sessions in Units 3-8; Unit 6: Session 1; Unit 7: Sessions 4-6; Unit 8: Sessions 4-5; Unit Projects in Units 1-7
Self-Esteem: Believes in own self-worth and maintains a positive view of self.	Unit 2: Sessions 1-3, 7, 10; Unit 3: Sessions 4-5, 9; Unit 4: Sessions 1-2, 8, 9, 11; Unit 5: Session 3; Unit 6: Sessions 1, 4; Unit 7: Sessions 1, 4-10; Unit 8: Sessions 1-5
Sociability: Demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.	Unit 1: Sessions 2, 3, 11; Year 2: Session 2; Year 3: Session 2; Unit 2: Sessions 5, 6; Service-learning Unit: Sessions 1-5 and update sessions in Units 3-8; Unit 3: Session 6, 8; Unit 4: Sessions 3, 9, 10, 11; Unit 5: Sessions 4, 5; Unit 6: Sessions 15, 16, 18-21; Unit 8: Session 1-5
Self-Management: Assesses self accurately, sets personal goals, monitors progress, and exhibits self-control.	Unit 1: Session 2; Year 2: Session 2; Year 3: Session 2; Unit 2: Sessions 1, 8, 9; Unit 3: Sessions 10-9; Unit 4: Sessions 5-8, 10, Unit 6: Sessions 10, 11, 17-19; Unit 7: Sessions 4-7; Unit 8: Sessions 4-5



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Integrity and Honesty: Chooses ethical courses of action.	Unit 1: Session 12; Unit 2: Sessions 8, 9; Service-learning Unit: Sessions 4 and update sessions in Units 3-8; Unit 3: Sessions 6, 8; Unit 4: Session 5-8, 10; Unit 6: Sessions 10, 11, 15, 16, 18, 19