Science Learning Skills Capacity Matrix   Name:

Skill		Task in my portfolio which best demonstrates my skills and abilities			
		Beginning *Heard of it*	Consolidate *Know it*	Established *Can apply it*	Expert *Can teach it*
Gathering information	Researching existing information				
	Able to effectively take notes				
	Able to simplify texts / information				
	Able to effectively access information from books, CD ROMs, Internet				
	Able to study and observe				
	Able to record Observations				
	Interviewing				
	Recording- written, on film, on audio				
	Able to create a bibliography				
Creating Information	Develop skills of observation				
	Designing a fair experiment				
	Can test a hypothesis				
	Able to follow safety procedures				
	Able to compile information				
Presenting Information	Able to express and communicate through writing, art or music				
	Able to use a range of formats including: Essays, Projects, Posters, PowerPoint, Oral				
Scientific Literacy	Able to use correct use terminology				
	Able to understand Scientific Vocabulary				
	Able to Reference sources of information				
	Able to read and write factual reports – clear structure				
	Able to critically reflect				
Managing information	Able to edit data				
	Able to record data using: simple graphs, tables, flow charts, charts and summaries.				
	Able to archive (file) resources				
	Able to keep records				
	Able to use a database				
Interpretation of data	Able to Compare data				
	Able to analyse data				
	Able to classify data				
	Able to read: simple graphs, tables, flow charts, charts and summaries				
Using Information	Able to work through a problem				
	Able to learn and understand				
	Able to evaluate data and evidence				
	Able to synthesise ideas				
	Able to recommend actions				
Collaboration	Able to recognise group roles				
	Able to effectively allocate roles and responsibilities				
	Accepts and delegates work equitably within group				
	Functions effectively in a group setting				
	Effective group evaluation skills				