

Skills List from Beverley Paine's [Home Education Report](#), a recording system developed to help home educators record their children's learning in a similar style to a school report 'card'. The booklet includes an overview of educational development during a stage of growth (Early Childhood, Middle Childhood, Early Adolescence), this list of Skills, recording pages and a guide to using it.

Skill	Description
Thinking	Demonstrates creative, intuitive and imaginative thinking skills.
	Poses and tests hypotheses and assumptions logically.
	Confidently questions, explores and investigates.
Communication	Participates in discussions.
	Is an effective oral communicator.
	Follows verbal instructions and directions.
	Listens attentively and courteously.
	Reads and comprehends subject related literature.
	Uses appropriate writing forms and conventions.
	Edits written work.
	Communicates clearly in writing.
	Writes legibly and fluently.
	Use audience appropriate communication strategies.
Information	Collects, analyses and organises information.
	Confidently accesses a variety of information sources.
Working in Teams	Interacts effectively with others.
	Demonstrates leadership skills.
	Works as an effective team member.
Organisation	Is prepared and organised for learning activities.
	Maintains study materials in good order.
	Begins work promptly.
	Negotiate learning tasks and activities.
Problem Solving	Shows evidence of critical thinking.
	Is creative in achieving outcomes.
Attitude	Maintains a positive and enthusiastic approach to studies.
	Demonstrates responsibility for own learning.
	Perseveres.
	Works productively and sensibly.
Cooperation	Works effectively with others.
	Listens attentively and responds appropriately.
Time Management	Is able to set priorities.
	Cooperatively negotiates timetable for learning tasks and activities.
	Completes tasks on time.
Commitment	Displays initiative.
	Demonstrates interest and desire to learn.
Independent Work	Develop independent study habits.
	Able to work without supervision.
Quality of Work	Produces work of appropriate and consistent quality.
	Demonstrates care in preparation and presentation of work.
Subject Objectives Met	Understands skills and concepts of the course.