**Work Place Skills**

* **Resource Management**
Resource management is often a component of project-based learning and collaborative group work but can also apply to how an individual student manages class time
* **Manages time**
Students demonstrate time management when organizing and planning project activities with a team or when organizing and managing themselves and individual class assignments and homework. Time management is inherent in almost all assignments.
* **Manages money**
Students manage money in group projects requiring allocation of limited finances and resources (i.e. designing/marketing a toy, flipping a house, or planning a trip).
* **Manages resources**
Students manage resources in projects requiring allocation of limited finances,
resources (materials), and personnel.
* **Manages personnel**
Students gain experience managing personnel (i.e. each other) in-group projects
requiring allocation of limited finances, resources (materials), and role assignments. They also manage their own behavior and participation