**Topical Module: Transferable Skills, Career, and Workforce Development**

*This module is a result of collaborations between NSSE and Strada Education Network and a pilot survey developed by the American Association of State Colleges and Universities. This module examines activities that contribute to students’ career plans, influences their career goals, increases confidence in work-related skills, and transferable skills for the workplace and beyond. This module complements questions on the core survey about higher-order learning, reflective and integrative learning, and students’ perceptions of their development in a variety of areas.*

# During the current school year, whether course-related or not, to what extent have you encouraged students you teach or advise to do the following?

*Response options:* **4** *Very much,* **3** *Quite a bit,* **2** *Some,* **1** *Very little,* **0** *Not at all*

* 1. **fTRN01a21** Discuss or debate an issue of social, political, or philosophical importance
	2. **fTRN01b21** Make a speech to a group
	3. **fTRN01c21** Work in a group with people who differ from them in terms of background, political orientation, points of view, etc.
	4. **fTRN01d21** Discuss the ethical consequences of a course of action
	5. **fTRN01e21** Evaluate the credibility of information sources
	6. **fTRN01f21** Discuss complex problems with others to develop a better solution
	7. **fTRN01g21** Generate multiple solutions to a problem or task
	8. **fTRN01h21** Combine dissimilar concepts to create a novel idea
	9. **fTRN01i21** Adapt a previously used solution to a new situation
	10. **fTRN01j21** Refer to online content (tutorial, forum, webpage, etc.) to solve a problem
	11. **fTRN01k21** Refer to online content (tutorial, forum, webpage, etc.) to learn a new skill or procedure
	12. **fTRN01l21** Use project management tools to plan, organize, or schedule tasks
	13. **fTRN01m21** Use a daily or weekly “to do” list
	14. **fTRN01n21** Prioritize what tasks need to be accomplished
	15. **fTRN01o21** Work longer hours than usual to meet deadlines (i.e., after midnight, before dawn)
	16. **fTRN01p21** Demonstrate effective work habits (punctuality, working productively with others, time and workload management, etc.)
	17. **fTRN01q21** Network with alumni or professionals to make potential career connections
	18. **fTRN01r21** Communicate your knowledge, skills, and experiences to potential employers
	19. **fTRN01s21** Use career-specific technology (devices, programs, or tools used by those in the field)
	20. **fTRN01t21** Work effectively with people of other backgrounds (economic, racial/ethnic, political, religious, nationality, etc.)
	21. **fTRN01u21** Address ethical issues they might face in their career
	22. **fTRN01v21** Analyze a case, scenario, or simulation of a real-life situation
	23. **fTRN01w21** Research a career interest, a potential employer, or the job market
	24. **fTRN01x21** Learn about a career or industry from practicing professionals

**Topical Module: Transferable Skills, Career, and Workforce Development (continued)**

1. **During the current school year, whether course related or not, about how often have students you teach or advise written something (paper, report, article, etc.) that:**

*Response options:* **4** *Very often,* **3** *Often,* **2** *Sometimes,* **1** *Never*

1. **fTRN02a21** Used information from a variety of sources (books, journals, Internet, databases, etc.)
2. **fTRN02b21** Assessed the conclusions of a published work
3. **fTRN02c21** Included ideas from more than one academic discipline
4. **fTRN02d21** Presented multiple viewpoints or perspectives

# During the current school year, whether course-related or not, have you encouraged students you teach or advise to do the following?

*Response options:* **1** *Yes,* **0** *No*

* 1. **fTRN03a21** Take a career exploration, planning, or development course
	2. **fTRN03b21** Complete a career profile or self-assessment to identify occupations that match their strengths and interests
	3. **fTRN03c21** Attend a talk, panel discussion, or workshop about careers
	4. **fTRN03d21** Discuss their career interests with other faculty members
	5. **fTRN03e21** Interview or shadow someone in a career that they are considering
	6. **fTRN03f21** Participate in a major- or career-related co-curricular activity (student organization, professional or honor society, etc.)
	7. **fTRN03g21** Use resources and information (database or other digital tools, videos, guides, books, etc.) from career services
	8. **fTRN03h21** Meet with career services staff to explore their interests and future plans
	9. **fTRN03i21** Get help with their résumé
	10. **fTRN03j21** Participate in a mock or practice interview
	11. **fTRN03k21** Participate in a career fair
	12. **fTRN03l21** Network with alumni or professionals in a field related to their career interests
1. **During a typical school year, how many letters of recommendation of the following types do you write for undergraduate students?**

*Response options:* **1** *None,* **2** *1-4,* **3** *5-9,* **4** *10-14,* **5** *15 or more*

* 1. **fTRN04a21** Graduate or professional school
	2. **fTRN04b21** Post-graduation employment
	3. **fTRN04c21** Pre-graduation job experience (internships, practicum, etc.)
	4. **fTRN04d21** Academic honors or awards