

Default Question Block

You are invited to participate in the skills self-assessment exercise with an aim to assess your digital, green and entrepreneurial competences before the upskilling actions taking place. Please take your time and estimate your proficiency levels in different competence areas.

At the end of the project, a follow up self-assessment will be conducted. Please estimate the level of your proficiency in the following skills, where

1 - no skills means you have no skills or don't know how to perform the related task;

2 – basic skills means you can perform a simple task with autonomy and appropriate guidance when needed;

3 - intermediate skills means you can perform the task of your own and solving straightforward problems;

4 – advanced skills means you can perform the task at an advanced level according to your own needs and those of others in the complex context;

5 – expert skills means you can perform the task at a highly specialized level in the complex context while guiding others.

Thank you for participating in Central Europe - Capacity to Transform (C2T) project!



Co-funded by
the European Union

Capacity2Transform

Your C2T team

Name and surname

Work position

Organization name

Country of residence

Your e-mail address

Please indicate your gender

- ☐ Female
- ☐ Male
- ☐ Other
- ☐ Prefer not to respond

Please indicate your age

- ☐ Less than 20
- ☐ 21-25
- ☐ 26-30
- ☐ 31-35
- ☐ 36-40
- ☐ 41-50
- ☐ 51-55
- ☐ 56-60
- ☐ 61-65
- ☐ More than 65

What is the highest level of education / highest degree you have completed / obtained

- ☐ High school (secondary school)
- ☐ Bachelor's degree
- ☐ Master's degree
- ☐ Post-graduate degree (e.g. doctorate degree)

Rubric code

Please create a rubric code that will be used for follow up self-assessment at the end of the project. For example you can use the following: last three letters of your mother's first name and your two favorite numbers (e.g. ABC37)?

DIGITAL COMPETENCIES

DIGITAL COMPETENCES

Information and data literacy

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
D1.1. I can browse, search and filter data, information and digital content.	☐	☐	☐	☐	☐
D1.2. I can evaluate (analyze, compare and critically evaluate) data, information and digital content.	☐	☐	☐	☐	☐
D1.3. I can manage (organize, store and retrieve in a structured environment) data, information and digital content.	☐	☐	☐	☐	☐

Communication and collaboration

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
D2.1. I can interact through a variety of digital technologies and understand appropriate digital communication means for a given context.	☐	☐	☐	☐	☐
D2.2. I can share data, information and digital content with others through appropriate digital technologies following referencing and attribution practices.	☐	☐	☐	☐	☐
D2.3. I can participate in society through the use of public and private digital services, seeking opportunities for self-empowerment and participatory citizenship.	☐	☐	☐	☐	☐
D2.4. I can use digital tools and technologies for collaborative processes and for co-construction and co-creation of resources and knowledge.	☐	☐	☐	☐	☐
D2.5. I am aware of behavioural norms and know-how while using digital technologies and interacting in digital environments, including cultural and generational diversity.	☐	☐	☐	☐	☐
D2.6. I can create and					

D2.0. I can create and manage one or multiple digital identities, protect own reputation and deal with the data that I produce.

☐	☐	☐	☐	☐
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Digital content creation

Please estimate the level of your proficiency in the following skills:

1 – no skills
(don't know
how to
perform a
task),

2 – basic
skills

3 –
intermediate
skills

4 –
advanced
skills

5 – expert
skills

D3.1. I can create and edit digital content in different formats and express myself through digital means.

☐	☐	☐	☐	☐
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D3.2. I can modify, refine, improve and integrate information and content into an existing body of knowledge to create new, original and relevant content and knowledge.

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D3.3. I understand how copyright and licences apply to data, information and digital content.

☐	☐	☐	☐	☐
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D3.4. I can plan and develop a sequence of understandable instructions for a computing system to solve a given problem or perform a specific task.

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Safety

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
D4.1. I can protect devices and digital content and I understand risks and threats in digital environments, including safety and security measures, reliability and privacy.	☐	☐	☐	☐	☐
D4.2. I can protect personal data and privacy in digital environments and understand how to use and share personally identifiable information while being able to protect myself and others from damages.	☐	☐	☐	☐	☐
D4.3. I can avoid health risks and threats to physical and psychological well-being while using digital technologies and protect myself and others from possible dangers in digital environments.	☐	☐	☐	☐	☐
D4.4. I am aware of the environmental impact of digital technologies and their use.	☐	☐	☐	☐	☐

Problem solving

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
D5.1. I can identify technical problems when operating devices and using digital environments, and to solve them.	☐	☐	☐	☐	☐
D5.2a. I can assess needs and identify, evaluate, select and use digital tools and possible technological responses to solve them.	☐	☐	☐	☐	☐
D5.2b. I can adjust and customize digital environments to personal needs (e.g. accessibility).	☐	☐	☐	☐	☐
D5.3. I can use digital tools and technologies to create knowledge and to innovate processes and products, as well as resolve conceptual problems and problem situations in digital environments.	☐	☐	☐	☐	☐
D5.4. I understand where my digital competence needs to be improved or updated, seek opportunities for self-development, and keep up-to-date with the digital evolution.	☐	☐	☐	☐	☐

GREEN COMPETENCES

GREEN COMPETENCES

Embodying sustainability values

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task)	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
G1.1. I can reflect on personal values; identify and explain how values vary among people and over time and how they align with sustainability values.	☐	☐	☐	☐	☐
G1.2. I can support equity and justice for current and future generations and learn from previous generations for sustainability.	☐	☐	☐	☐	☐
G1.3. I can acknowledge that humans are part of nature and respect the needs and rights of other species and of nature itself in order to restore and regenerate healthy and resilient ecosystems.	☐	☐	☐	☐	☐

Embracing complexity in sustainability

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
G2.1. I can approach sustainability problem from all sides, considering time, space and context in order to understand how elements interact within and between systems.	☐	☐	☐	☐	☐
G2.2. I can assess information and arguments, identify assumptions, challenge the status quo, and reflect on how personal, social and cultural backgrounds influence thinking and conclusions.	☐	☐	☐	☐	☐
G2.3. I can formulate current or potential challenges as a sustainability problem in terms of difficulty, people involved, time and geographical scope.	☐	☐	☐	☐	☐

Envisioning sustainable futures

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
G3.1. I can envision alternative sustainable futures by imagining and developing alternative scenarios and identifying the steps needed to achieve a preferred sustainable future.	☐	☐	☐	☐	☐
G3.2. I can manage transitions and challenges in complex sustainability situations and make decisions related to the future in the face of uncertainty, ambiguity and risk.	☐	☐	☐	☐	☐
G3.3. I can adopt a relational way of thinking by exploring and linking different disciplines, using creativity and experimentation with novel ideas or methods.	☐	☐	☐	☐	☐

Acting for sustainability

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
G4.1. I can navigate the political system, identify political responsibility and accountability for unsustainable behaviour, and demand effective policies for sustainability.	☐	☐	☐	☐	☐
G4.2. I can act for change in collaboration with others.	☐	☐	☐	☐	☐
G4.3. I can identify own potential for sustainability and actively contribute to improving prospects for the community and the planet.	☐	☐	☐	☐	☐

ENTREPRENEURSHIP COMPETENCES

ENTREPRENEURSHIP COMPETENCES

Ideas and opportunities

Please estimate the level of your proficiency in the following skills:

	1 – no skills (don't know how to perform a task),	2 – basic skills	3 – intermediate skills	4 – advanced skills	5 – expert skills
E1.1. I can identify and seize opportunities to create value (needs to be met) by exploring the social, cultural and economic landscape.	☐	☐	☐	☐	☐
E1.2. I can develop several ideas and opportunities to create value, including better solutions to existing and new challenges, combining knowledge and resources to achieve valuable effects.	☐	☐	☐	☐	☐
E1.3. I can develop a vision to turn ideas into action and visualize future scenarios to help guide effort and action.	☐	☐	☐	☐	☐
E1.4. I can judge what value is in social, cultural and economic terms and recognise the potential an idea has for creating value and identify suitable ways of making the most out of it.	☐	☐	☐	☐	☐
E1.5a. I can assess the consequences of ideas that bring value and the effect of entrepreneurial action on the target community, the	☐	☐	☐	☐	☐

market, society and the environment and act responsibly.

E1.5b. I can reflect on how sustainable long-term social, cultural and economic goals are, and the course of action chosen.

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Resources

Please estimate the level of your proficiency in the following skills:

1 – no skills
(don't know
how to
perform a
task),

2 – basic
skills

3 –
intermediate
skills

4 –
advanced
skills

5 – expert
skills

E2.1. I can reflect on own needs, aspirations and wants in the short, medium and long term to strengthen belief in own ability to influence the course of events, despite uncertainty, setbacks and temporary failures.

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E2.2. I am determined to turn ideas into action and satisfy own needs to achieve while simultaneously being patient and resilient under pressure, adversity, and temporary failure.

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E2.3. I can get and manage, often limited, material, non-material and digital resources as well as needed competencies at any stage to turn ideas into action.

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E2.4. I can estimate the cost of turning an idea into a value-creating activity and manage financial risks

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manage financing to make sure value-creating activity can last over the long term.



E2.5. I inspire and enthuse relevant stakeholders to get support needed to

Into action

Please estimate the level of your proficiency in the following skills:

achieve valuable outcomes by effective communication, persuasion, negotiation and leadership.

1 – no skills
(don't know
how to
perform a
task),

2 – basic
skills

3 –
intermediate
skills

4 –
advanced
skills

5 – expert
skills



E3.1. I can act and work independently to achieve goals, stick to intentions and carry out planned tasks in order to initiate processes that create value.



E3.2. I can set long-, medium- and short-term goals, define priorities and action plans and adapt to unforeseen changes.



E3.3a. I can make decisions when the result of that decision is uncertain, when the information available is partial or ambiguous, or when there is a risk of unintended outcomes.



E3.3b. Within the value-creating process, I can include structured ways of testing ideas and prototypes from the early stages, to reduce risks of failing.



E3.4. I can work together and cooperate with others to develop ideas, turn them into action,



solve conflicts, and
face up to competition
positively when
necessary.

E3.5. I can use any
initiative for value
creation as a learning
opportunity, learning
with others and from
both success and
failure (own and other
people's).



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