## Career Vocab

- 1. a promise or agreement to do something
- 2. the process of understanding and sharing meaning
- 3. the quality of being able to be counted on or relied upon
- 4. physical and mental wellness
- 5. a set of conduct rules
- 6. a self-starting and proactive work behavior
- 7. the ability to articulate one's needs
- 8. the process of planning how much time to spend on an activity
- 9. used to develop strengths and address any weaknesses
- 10. entry-level technical skills of non-computer users

- A. scheduling/time management
- B. health/safety
- C. technical literacy
- D. communication
- E. team building
- F. personal initiative
- G. commitment
- H. laws & regulations
- I. dependability
- J. self-advocacy