

# Graduate attributes glossary

To provide clarity and consistency over what the definition for each graduate attribute is.

## Core skills

### Digital literacy



Digital IT skills such as word processing, spreadsheets and file management are key in most work environments.

### Numeracy & Data analysis



Being able to manage a range of numeracy and data analytical skills and the budget are not only key requirements for many employers, but they are also valuable life skills.

### Literacy



Proficient in the use of English - written and spoken.

### Sustainability



Graduates with this attribute are equipped with the knowledge, skills, and values necessary to contribute to a more sustainable and equitable future.

## Conceptualising skills

### Complex problem solving



Complex problem solving involves analysing facts and situations and producing appropriate solutions. A complex problem is one that is not clearly defined and may have different solutions or is made within a context that is subject to change during the decision-making process.

### Critical thinking



Critical thinking is the ability to conceptualise, apply, analyse, synthesise, and evaluate information.

### Planning & organisation



Being able to think ahead and understand what steps are required to achieve a specific goal with limited resources and within a given timeframe.

### Creative & innovative thinking



Considering new ways of doing things and using all of the information available to you to generate good ideas.

### Reflective skills



Critical reflection is seen as a metacognitive process and enables you to dissect, de-construct, analyse and gain a deeper understanding of situations you have experienced. It is a key tool for learning and self-development.

## People related skills

### Teamworking



The ability to work with a variety of people to achieve a common goal.

### Communication



This is the art of being able to communicate clearly with a wide range of people, from diverse backgrounds, different age groups and in a variety of ways.

### Influencing & negotiating



The ability to change the attitudes, opinions or behaviour of others in order to achieve a particular goal. This can include negotiation, influence (which may be direct or indirect, such as by example).

### Networking



Exchanging information and ideas with people with a common profession or special interest and often in a semi-social situation.

### Leadership



Leading other people to achieve a particular aim.

## Personal attributes

### Resilience



The capacity to recover after difficulties.

### Adaptability & flexibility



Adaptability includes changing the approach to address a new situation, or new demands. It can also be varying your behaviour based on the situation to best suit those around you. Flexibility is having a willingness to compromise in a particular set of circumstances.

### Self-motivation



The attitude that results in action without needing to be told what to do, even when there are setbacks.

### Self-belief



Having confidence in your own abilities or judgement.

### Professionalism



Acting in a professional manner.

### Empathy



The ability to sense other people's emotions, coupled with the ability to imagine what someone else might be thinking or feeling.

### Inclusivity



Acting in a way that takes in to account the needs of others.