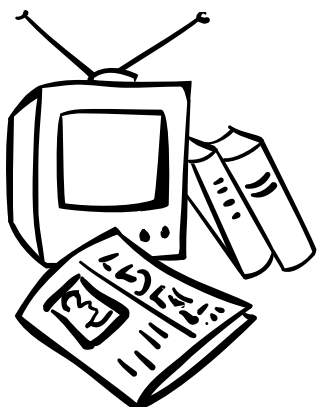


1

COMMON ACTIVITY

Gather, Analyze, and Use Information



**Find and analyze information from diverse sources.
Use it to form opinions, make decisions, and take action.**

- Monitor and gather information from a variety of sources
- Establish criteria for the quality and appropriateness of the information
- Assess the value of the information
- Use the information to make informed decisions

EFF STANDARDS

Communication Skills

- Read with understanding
- Convey ideas in writing
- Speak so others can understand
- Listen actively
- Observe critically

Decision-Making Skills

- Use math to solve problems and communicate
- Solve problems and make decisions
- Plan

Interpersonal Skills

- Cooperate with others
- Advocate and influence
- Resolve conflict and negotiate
- Guide others

Lifelong Learning Skills

- Take responsibility for learning
- Reflect and evaluate
- Learn through research
- Use information and communications technology

The nature, complexity, and context of the activity will determine which of these skills adults need to use.

ROLES

Family

Example: Research various long distance telephone services to determine which would be best for the family.



Citizen

Example: Locate county land-use regulations before attending a zoning hearing about a proposed new development in your county.



Worker

Example: Use information collected from company productivity sheets to determine how your team did in relation to other teams in the company.

