

Upgrade_Matrix 21st century skills		
<p>General competence</p> <p>1. Digital literacy: <i>Use ICT effectively, efficiently and responsibly.</i></p>	<p>This matrix gives an overview of the 8 clusters of skills "21st century skills"</p>	<p>General competence</p> <p>2. To communicate: <i>To deliver and receive a message effectively and efficiently.</i></p>
<p>Thinking Competence</p> <p>3. Creativity: <i>Think up, elaborate and analyze new ideas.</i></p>	<p>Thinking Competence</p> <p>4. Critical thinking: <i>Formulate own substantiated view or opinion.</i></p>	<p>Thinking Competence</p> <p>5. Problem solving: <i>Recognize a problem and come up with a plan to solve the problem.</i></p>
<p>Inter- and intra-personal competence</p> <p>6. Collaboration: <i>Realize a goal with others and complement and support others in doing so.</i></p>	<p>Interpersonal and intrapersonal competence; Social competence</p> <p>7. Social and cultural competences: <i>Learning, working and living effectively with people from different ethnic, cultural and social backgrounds.</i></p>	<p>Intra-personal competence</p> <p>8. Self-regulation: <i>Achieve goal-oriented and appropriate behavior.</i></p>

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1. Digital literacy: using ICT effectively, efficiently and responsibly. 1-5. ICT skills: knowledge of buttons, using hard ware and software. 6-9. Media literacy: knowledge, skills and attitudes needed to use media consciously, critically and actively. 10-14. Information skills: identifying and analysing an information need; on this basis, searching for, selecting, processing and using relevant information. 15. Computational thinking: (re)formulating problems in such a way that it becomes possible to solve the problem with the help of computer technology.	<p style="text-align: center;">This matrix gives for each of the 8 21st century skills an overview of the corresponding competences.</p>	2. Communicating: conveying and receiving a message effectively and efficiently. 16. speaking, listening, writing, reading in Dutch, 17. exchanging information with others in a goal-oriented way: recognising the essence of a message, expressing it effectively, being clear, avoiding noise, 18. Dealing adequately with different communicative situations: conversations, presentations, debates, etc.; knowing the conversation techniques, rules and social conventions for each situation, 19. use different means of communication: texts, films, ... ; use different strategies in doing so, 20. have insight into the possibilities which ICT offers to communicate effectively.
3. Creativity: think up new ideas, develop them and analyse them. 21. curiosity, 22. Being open to change, 23. thinking out of the box, 24. using creative techniques; e.g. brainstorming, 25. see new connections, opportunities 26. thinking up new ideas and concepts 27. forward-looking thinking, being farsighted 28. being action-orientated, taking initiative, daring to do / try things out, 29. daring to take (responsible) risks; seeing mistakes as a learning opportunity.	4. Critical thinking: formulating an own, substantiated view or opinion. 21. see through information and estimate its value, 22. identify inaccuracies, 23. see a vision/opinion and a situation from different sides, 24. the desire to be well informed, 25. the ability to ask meaningful questions, 26. tendency to look for reasons and causes 27. being open-minded, seeing alternatives, 28. openness to and respect for the views of others, 29. willingness to consider those points of view in one's own thinking, 30. examine one's own thinking process, 31. adjusting one's decision, opinion or action if necessary.	5. Problem solving: recognizing a problem and coming up with a plan to solve the problem. 21. Identifying, analyzing and defining (complex) problems, 22. logical reasoning when faced with problems, 23. knowing and using strategies for dealing with problems, 24. formulating a plan to solve problems, 25. take well-founded decisions.
6. Cooperation: achieving a goal with others and complementing and supporting others in doing so. 37. working complementarily with others in internal teams and in external partnerships/networks (multidisciplinary working, co-creation), 38. recognizing and acknowledging different roles for him/herself and others; for example: taking responsibility for one's own task, dealing with hierarchy, ... , 39. negotiating and reaching agreements with others in a team, 40. adopt a positive and open attitude towards other ideas 41. asking for, giving and receiving help and feedback 42. respecting differences; functioning in heterogeneous groups 43. (also increasingly) virtual cooperation: via ICT tools, between man and robot, between man and intelligent machines.	7. Social and cultural competences: learning, working and living effectively with people from different ethnic, cultural and social backgrounds. 21. be aware of one's own responsibility, as an individual and as a collective, 22. knowledge of culture and ability to reflect on cultural differences, 23. demonstrate empathy and interest in others (emotional skills, social intelligence) 24. be able to work in an intercultural and cross-cultural manner and be able to identify and reflect on one's own feelings and opinions, 25. communicate constructively in different social and cultural situations with respect and understanding for other views, expressions and behavior (tolerance), 26. recognizing codes of behavior, for example: headscarves or not, praying or not, man/woman interaction, greetings, meals, topics for discussion during breaks, ... , 27. being customer-oriented: having feeling for the customer, customer-friendliness.	8. Self-regulation: achieving purposeful and appropriate behaviour 21. setting realistic goals and priorities 22. goal-oriented behavior: concentrating on a task, motivating oneself to perform a task, carrying out a task independently; Monitoring the process of task performance (planning, time management) Reflecting on his/her actions and performance of the task; Use feedback on one's own behavior and actions in order to make adequate follow-up choices, 24. insight into the development of one's own competences Justifying one's own actions and choices; having an insight into the consequences of one's own actions for the environment, also in the long term, 26. develop life skills (link with www.21stcenturyskills.org): flexibility and adaptability, leadership and responsibility, initiative and self-management, productivity and accountability; social and cross-cultural skills (see 7)

Sources: <https://www.slo.nl/thema/meer/21e-eeuwsevaardigheden/> <https://www.esf-vlaanderen.be/nl/oproepen/opleidingen-21ste-eeuwse-vaardigheden-ondernemingen> <https://www.oecd.org/site/educeri21st/40756908.pdf>