



LIFE AND CAREER SKILLS

Grade 11

**Three-Term Budget Of Work (BOW)
for Learning Competencies**

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For Learning Competencies

First Term	
Content Standard	- The learners demonstrate understanding of the interconnectedness of developmental tasks, protective and risk factors, sense of self, and health and wellness in their transition from late adolescence to early adulthood. - The learners demonstrate understanding of the value of interpersonal effectiveness in achieving social competence.
Performance Standard	The learners reflect on their personal experiences as adolescents in terms of developmental tasks, protective and risk factors, sense of self, and health and wellness. The learners engage in collaborative work that showcases interpersonal effectiveness.
Essential Life Skills	Self-awareness, self-acceptance, self-regulation, problem-solving, decision-making, optimism, goal setting, grit, and self-determination, effective communication, empathy, fair treatment, conflict resolution, collaboration.
Week	Learning Competency
1 to 2	Life Skills toward Personal and Social Development
	- Examine their own sense of self through understanding key developmental stages, tasks, and protective and risk factors of late adolescence and early adulthood. - Understanding and Strengthening the Self - Key Developmental Stages - Developmental Tasks and Protective and Risk - Factors of Late Adolescence to Early Adulthood - Physiological development

	• healthy habits ■ Psychosocial development • self-concept and identity ■ Emotional development • self-regulation
3 to 4	• Exhibit understanding of fitness routines that promote physiological development, health, personal development and well-being. ○ Promoting Physiological Development and Well-being ■ Fitness Activities (e.g., exercises, etc.) ■ Mindfulness Activities (e.g., breathing, meditation, etc.) ■ Other Physical Activities (e.g., playing sports and other physical recreational activities, etc.)
5	• Reflect on one's experiences that support self-awareness, self-acceptance, and self-regulation. ○ Applying Life Skills to Different Domains ■ Personal and Social ■ Academic ■ Career and Vocational ■ Digital
6 to 7	• Articulate the importance of having healthy relationships. ○ Understanding the Nature and Dynamics of Social Relationships ■ Social Influence, Social Perception, Social Interaction ■ Cooperation, Accommodation, Competition, Conflict ■ Intergenerational and Intergroup Relationships • Establishing Healthy Relationships ○ Personal Growth and Group Productivity ○ Mental Health and Well-Being ○ Conflict Management

8 to 9	• Apply interpersonal effectiveness principles and practices in different social situations. ◦ Applying Interpersonal Effectiveness at Home, School, and Community in Philippine Context ■ Effective Communication • Verbal (e.g., language, clear messaging, mutual respect, negotiating, etc.) • Nonverbal (e.g., sensitivity to the needs of others, recognizing social cues, etc.) • Empathy, Pro-Social Behavior, Other Centeredness, and Pakikipagkapwa • Compassion, Fairness, and Kindness • Collaboration
10	• Apply skills in enhancing social interaction through different social activities. ◦ Participating Effectively in Collaborative Activities ■ Group Activities ■ Team Sports (including Laro ng Lahi) ■ Recreational and Rhythmic Activities

Second Term	
Content Standard	The learners value the importance of career planning based on the understanding of the different factors affecting the development of career competence.
Performance Standard	The learners design a career action plan aligned to their personal values, interests, skills, and workplace aspirations.
Essential Life Skills	Problem solving, effective communication, time management, adaptability, safety awareness, teamwork, and collaboration.
Week	Learning Competency
1 to 2	Life Skills toward Career Competence
	- Discuss the importance of considering personal, social, and environmental factors in career planning. - Understanding Factors Affecting Career Planning - Skills, interest, and talents - Academic and skills requirements - Influences (e.g., economic considerations, parent's decision, in-demand careers, etc.,) - Opportunities (e.g., scholarships, employment, etc.)
3 to 6	- Analyze the importance of workplace considerations on career success. - Understanding Workplace Considerations for Career Success - Basic Rights of Employees - Fair compensation - Non-discrimination - Rest and time off - Protection from exploitation

	○ Responsibilities of Employers ■ Setting job expectations and responsibilities ■ Ensuring workplace productivity ■ Implementing employee discipline ■ Observing occupational health and safety standards ● Ergonomics ● disaster and emergency preparedness ○ Occupational Wellness ■ Nature of employment ● Permanent ● Contractual ● Probationary ● Casual ● Self-employment ● part-time ○ Work Arrangements (e.g., physical, remote, hybrid, etc.) ○ Compensation (e.g., salary, earnings, wages, compensation, incentives, etc.) and benefits (e.g., health insurance, allowance, etc.) ○ Work-life dynamics ■ Work-life balance ■ Work-life integration ■ Work-life harmony ■ Work-life fit ■ Work-life negotiation ○ Career Advancement ■ Training ■ Coaching and mentoring ■ Promotion
7 to 8	● Examine the importance of desirable work behaviors that impact the development of career

	competence. ○ Observing Appropriate Workplace Behavior ■ Workplace Etiquette ● Punctuality and attendance ● Appearance and grooming ● Respect in the workplace ○ Workplace decorum ○ Responsibility and accountability ○ Workplace communication ■ Netiquette ■ phone etiquette ■ communication channels ■ data privacy) ● Management of Workplace Resources ○ Efficiency in the workplace ○ Stewardship of workplace resources ■ Prioritization ■ Allocation ■ Optimization
9 to 10	● Demonstrate ability to incorporate physical activities that promote work-life balance. ○ Promoting Work-Life Balance Engagement through Physical Fitness Activities ■ Simple Physical Exercises ■ Structured Exercise Routines ■ Sports Activities ■ Leisure Activities

Third Term	
Content Standard	The learners demonstrate understanding of the opportunities, procedures, and strategies in preparation for a future career.
Performance Standard	The learners create a portfolio that showcases personal agency and career readiness.
Essential Life Skills	Self-determination, adaptability, resilience, responsibility, decision-making, research, leadership, digital skills, resource management, entrepreneurship, and interpersonal effectiveness.
Week	Learning Competency
1 to 4	Life Skills toward Career Readiness
	● Evaluate requirements of different pathways for various career opportunities. ○ Exploring Various Career Pathways ■ Higher Education ● Pathways ● Modalities ● Specializations ● Financing options ○ Middle-Level skills ■ Pathways ■ Modalities ■ Certifications ■ Micro-credentials ■ Financing options ○ Employment ■ Types

	■ Skill profiles ■ Regulations ■ Economic considerations ○ Entrepreneurship ■ Types ■ Skill profiles ■ Regulations ■ Economic considerations
5 to 8	● Engage in career readiness activities. ○ Preparing for Various Career Pathways ■ Higher Education ● Sourcing college opportunities ● Securing application for college admission ● Filling out documents ● Preparing for college admission assessments ○ Middle Level Skills ■ Sourcing of training institutions and offerings ■ Securing application documents ■ Preparing for admission assessment ○ Employment application ■ Sourcing employment opportunities ■ Preparing pre-employment requirements ● Creating a resume/curriculum vitae ● Writing an application letter ● Filling out information sheets ● Readyng other relevant documents (e.g., certifications, government documents, etc.) ■ Preparing for pre-employment interview ■ Preparing for pre-employment medical exam

	○ Entrepreneurship ■ Familiarizing with different business opportunities ■ Evaluating resource requirements ■ Identifying documentary requirements for operations
9 to 10	● Survey different sources of information for career readiness. ○ Surveying Sources of Information for Career Readiness ■ Sources of Career Information ■ Parents and relatives ■ Peers ■ Experts ■ Industry professionals surveys ● Sources of Labor Market Information ○ Government agency reports (e.g., DepEd, DOLE, CHed, TESDA, LGUs, PSA, etc.) ○ International ○ Web-based Career Education Platforms