



T Levels - Workplace Behaviours Questionnaire

(Printed Version of Editable MS Forms Template)

Every T Level includes an industry placement with an employer to allow you to develop the practical and technical skills you need for a career in your chosen occupation.

This questionnaire is designed to help you identify what employability behaviours you already have and which you may need to develop further before you start your placement.

Your responses will allow us to a personalised learning plan to meet your specific needs.

Thank you.

* Required

* Required

Information for participants



You have been invited to complete this questionnaire as your views, as a T Level learner, can help us improve the way we teach employability skills.

Your participation is entirely voluntary and, if you do participate, you are free to withdraw at any time and without giving a reason.

All responses will be anonymised and all data will be stored securely and in accordance with GDPR regulations.

Thank you for your time!

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Click 'Yes' to confirm your participation and continue.
Click 'No' to exit the survey. *

☐ Yes

☐ No

Appearance & Temperament



2

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I am clean and tidy for work	☐	☐	☐	☐
I take pride in my appearance	☐	☐	☐	☐
I am pleasant and polite	☐	☐	☐	☐
I cope with working under pressure	☐	☐	☐	☐
I calm myself quickly if I get upset or angry	☐	☐	☐	☐
I am fit and healthy enough for work	☐	☐	☐	☐
I arrive on time	☐	☐	☐	☐
My attendance is good.	☐	☐	☐	☐
I always inform somebody in advance if I cannot attend	☐	☐	☐	☐

Personal Skills

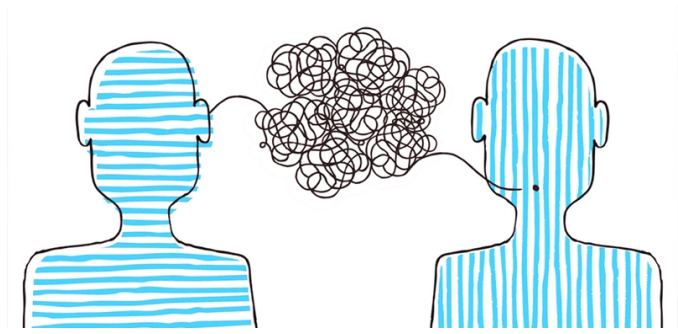


3

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I accept fault when I am to blame	☐	☐	☐	☐
I enjoy learning new skills	☐	☐	☐	☐
I can work through a list of tasks	☐	☐	☐	☐
I get on with tasks without supervision	☐	☐	☐	☐
I follow health and safety rules	☐	☐	☐	☐
I get on with a task even if I don't like it	☐	☐	☐	☐
I make decisions quickly	☐	☐	☐	☐
I keep going when something is hard to do	☐	☐	☐	☐

Communication



4

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I listen without interruption	☐	☐	☐	☐
I remember what I'm told	☐	☐	☐	☐
I listen carefully to instructions	☐	☐	☐	☐
I can cope with reading and writing	☐	☐	☐	☐
I can cope with number work	☐	☐	☐	☐
I follow instructions carefully	☐	☐	☐	☐
I can leave a clear message on a voicemail or answer machine	☐	☐	☐	☐

Confidence

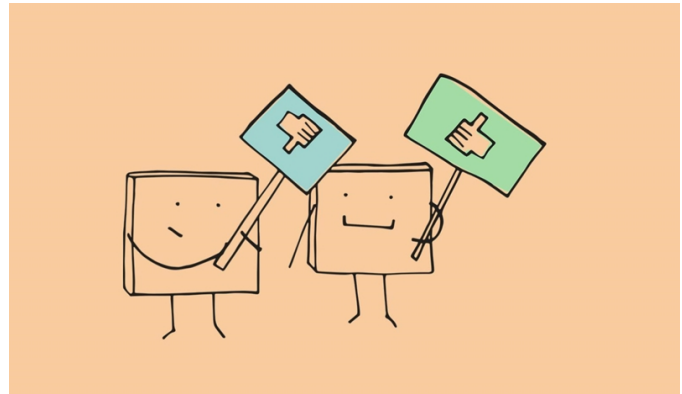
5

Please complete the following... *



	Always	Sometimes	Hardly Ever	Never
I am confident with people I have never met before	☐	☐	☐	☐
I am confident speaking to people on the telephone	☐	☐	☐	☐
I am confident in meetings and interviews	☐	☐	☐	☐
I can deal with people well, even if shy	☐	☐	☐	☐
I can say no formally and positively	☐	☐	☐	☐
I can catch a bus or train when I am on my own	☐	☐	☐	☐
I can give an honest opinion when asked	☐	☐	☐	☐
I respect other people's opinions	☐	☐	☐	☐
I expect people to respect my ideas and opinions	☐	☐	☐	☐

Attitudes to Work



6

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I know what sort of job I want	☐	☐	☐	☐
I know what tasks I would have to do in my ideal job	☐	☐	☐	☐
I expect to start at the bottom while I'm learning the job	☐	☐	☐	☐
I respect the authority of my supervisor whilst at work	☐	☐	☐	☐
I can cope with being told what to do	☐	☐	☐	☐
I would like to get a work qualification	☐	☐	☐	☐
I prefer practical work using my hands	☐	☐	☐	☐
I enjoy working as part of a team	☐	☐	☐	☐
I ask for help when I don't understand something	☐	☐	☐	☐

General English competencies

7

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I can communicate technical information to different people and audiences	☐	☐	☐	☐
I can present information and ideas in a variety of ways	☐	☐	☐	☐
I can write for different purposes and audiences	☐	☐	☐	☐
I can summarise information and ideas	☐	☐	☐	☐
I can synthesise information	☐	☐	☐	☐
I can take part in and lead discussions	☐	☐	☐	☐

General mathematical competencies

8

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I can measure with precision	☐	☐	☐	☐
I can estimate, calculate and spot mathematical errors	☐	☐	☐	☐
I can work with proportions	☐	☐	☐	☐
I can use formulae and mathematical rules	☐	☐	☐	☐
I can process data	☐	☐	☐	☐
I use data safely and responsibly	☐	☐	☐	☐
I can interpret and present numbers and data in different ways, including using diagrams and charts	☐	☐	☐	☐
I can communicate using mathematics	☐	☐	☐	☐
I can work with numbers to cost a project	☐	☐	☐	☐
I can optimise work processes	☐	☐	☐	☐

General digital competencies

9

Please complete the following... *

	Always	Sometimes	Hardly Ever	Never
I can use technology and media effectively	☐	☐	☐	☐
I can design, create and edit documents and digital media	☐	☐	☐	☐
I can communicate and collaborate with others using technology	☐	☐	☐	☐
I can process and analyse numerical data	☐	☐	☐	☐
I know how to stay safe and act responsibly online	☐	☐	☐	☐
I can can control digital functions and equipment	☐	☐	☐	☐

About you - Equality, Diversity & Inclusion



Information about you can help us to make things better. It can tell us if certain groups of people are not progressing as well as others.

The College respects your privacy and always complies with the strict laws that protect your personal details. This survey is confidential and anonymous.

I hope that you will help us to improve our teaching practice by providing the information requested. In case you are uncomfortable providing some of the information, there is a "prefer not to say" reply option for each question.

Thank you for your time.

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What's your name: *

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Where do you study? *

- ☐ Darlington College
- ☐ The Manchester College
- ☐ Middlesbrough College
- ☐ Nelson & Colne College
- ☐ Southport College

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What is your religion? *

- ☐ No religion
- ☐ Hindu
- ☐ Jewish
- ☐ Prefer not to say
- ☐ Buddhist
- ☐ Sikh
- ☐ Christian (all denominations)
- ☐ Muslim
- ☐ Other

What is your religion? *

- ☐ No religion
- ☐ Hindu
- ☐ Jewish
- ☐ Prefer not to say
- ☐ Buddhist
- ☐ Sikh
- ☐ Christian (all denominations)
- ☐ Muslim
- ☐
- ☐ Other

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What is your sexual orientation? In "Other", you can put 'Asexual', Pan sexual - there are no restrictions *

- ☐ Gay woman / lesbian
- ☐ Heterosexual / straight
- ☐ Queer
- ☐ Prefer not to say
- ☐ Gay man
- ☐ Bi/ bisexual



Other

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Do you have caring responsibilities - do you look after a child, or friend, or family member due to their illness, disability, mental health problems or addictions? *

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

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What best describes your gender? You can self-describe using the "Other" option. *

- ☐ Male
- ☐ Female
- ☐ Non-binary
- ☐ Prefer not to say

☐

Other

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Is your gender identify the same as the sex you were assigned at birth? *

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

Which T Level are you studying? *

- ☐ Building Services Engineering for Construction
- ☐ Design, Surveying and Planning for Construction
- ☐ Digital Business Services
- ☐ Digital production, Design and Development
- ☐ Digital Support Services
- ☐ Health
- ☐ Healthcare Science
- ☐ Onsite Construction
- ☐ Science
- ☐ Education and Childcare
- ☐ Engineering
- ☐ Craft & Design

**This is
my
thank you
dance!**

