

Chapter 5

Speaking

Speaking Practice

Access the information you will need for this task at:

<http://www.conferenceboard.ca/topics/education/learning-tools/employability-skills.aspx>

Read the information and make notes in the table below. You will use the information to give a short presentation to a group or your instructor.

What is the name of the document and what is it about?	
What are the Employability Skills 2000+?	

	Skills	Two examples
What fundamental skills are listed?		

	Skills	Two examples
<p>What personal management skills are listed?</p>		

	Skills	Two examples
What teamwork skills are listed?		