



Section One

Reading Comprehension and Pronunciation skills.

Evaluation Criteria: Ability to effectively read and comprehend written English in a social or business environment.

ARTICLE A

Importance of Communication Skills – Get Inspired!

Source

1. Never underestimate the importance of communication skills.

Communication is vital in creating and maintaining a relationship, whether it be an intimate relationship—such as with a partner, child, or friend—or a professional relationship—such as with a co-worker, supervisor, or client. Your communication skills affect how you solve problems, how you resolve conflict, and the level of trust you generate in your relationships. A lack of communication may result in confusion, misunderstandings, and the development of poor communication patterns.

Scientific studies in varied areas of life underscore how important communication skills are and highlights the surprising benefits of using communication skills effectively.

2. Better communicators have better marriages

According to a recent study, the number one cause for divorce is communication issues. John Gottman, who has conducted studies on relationships for over forty years at the University of Washington, came to the conclusion that the thing people struggle with the very most is effectively communicating with one another in a relationship.

This validated information suggests that those who CAN effectively communicate in a relationship see more success and likely have a stronger connection to their spouse, which can be defined as having an overall better marriage.

His research suggests that there are four types of communication problems that can lead to divorce: criticism of partners' personality, contempt, defensiveness, and stonewalling (the refusal to communicate at all). The importance of communication skills is essential in a healthy relationship.



3. Highly skilled communicators make more money

According to a survey conducted in 1988 by D.B. Curtis and presented at the Annual Meeting of the Speech Communication Association says that the most valued skills in the “contemporary job market” are communication skills. The study surveyed 1,000 personnel managers and came to this conclusion.

This information suggests that the best skill we can invest in within ourselves is strong communication. If we can communicate extremely effectively, we will surely be able to land the job that will earn us the greatest amount of money.



4. Good communicators have higher self-esteem

According to an article titled “Self-Esteem and Effective Communication Skills” published by Live Strong, studies suggest that people who are good communicators also tend to be mainly extroverted. The article says, “extroverted people tend to have higher self-esteem. Extraversion can make it easier for people to approach strangers, talk in large groups and appear friendly.

This can cause others to perceive extroverts more positively, potentially further boosting their self-esteem. People with low self-esteem may be anxious about talking to unfamiliar people and more uncomfortable in group settings.





5. Build A Successful Family Unit

A study conducted by Pearson, J. C. & Sessler, C. J. in May of 1991 titled “Family communication and health: Maintaining marital satisfaction and quality of life” says communicating role expectations is related to family satisfaction.

Supporting, disclosing, negotiating, positively distorting, communicating needs, and demonstrating the understanding of other family members are just a few of the communicative behaviors crucial in creating a family which is healthy and happy.



6. Most Important Skill For People Entering The Workforce

The International Journal of Business Communication published a study in which 354 managers were asked to rank incompetencies when hiring new college graduates. The study findings suggest that the most desirable quality in a new hire is effective communication skills.

Unfortunately, it is also the number one incompetency on the list, followed by lack of problem-solving skills and self-motivation.



7. Effective Communication Skills Aid In Development of Leadership Skills

According to a paper presented at the Annual International Conference of the National Community College Chair Academy, Phoenix, AZ, The ability to communicate and accomplish goals, or the “voice” element, is taught through exercises developing both interpersonal and intergroup communication skills and utilizes mentoring and role models to help student development.



8. Communication Is Among The Top Traits of Successful Entrepreneurs

A study published by the American Journal of Small Business, titled “Perception of Entrepreneurial Success Characteristics” asked small business owners and bank loan representatives about what they believed were the key factors in successful entrepreneurship. The top-ranked characteristics among these people were oral communication and listening.

Business owners have to communicate on a variety of issues, including:

- how to save time and money on your supplies,
- creating a communication package for your business,
- how to present yourself as an expert in your field,
- how to effectively handle customer service, complaints, and returns,
- how to make contacts,
- effective use of social networking groups,
- handling kids and business,
- how/when to share your faith in business,
- how to gain support from family and friends,
- how to motivate your employees,
- how to train your customer service staff, and
- how to deal with customer relations and company image issues. All of these issues involve mastering certain communication skills.



9. Helps People to Become More Critical of the Media

Education of communication in the media can help people to stop and consider the sources, and evaluate the visual artistic messages being portrayed by the media source. The study findings explain how understanding society and institutions will help the individual viewer to create the necessary standards for the recognition and evaluation of moving images, particularly television images.



10. The Communicatory Ability to Speak Gives You the Tools to Participate in Society

Students should learn to see reading and writing as vital support for the most direct way that citizens can express themselves and participate in public life—as public speakers. Public speaking was the primary medium for participation in public affairs at the birth of democracy in ancient Athens, and even today public dialogue or argument is, for most citizens, the chief means of participating in public life, according to a study, published by ERIC Digests titled “The Connections between Language Education and Civic Education”.





11. Good communication with parents determines child's level of self-esteem, achievement, and better overall health

An article titled "Parent-Child Communication Programs" published by Advocates for Youth says studies show that young people who feel a lack of parental warmth, love or care were more likely to report emotional distress, school problems, drug use and sexual risk behaviors.

Parents who communicate effectively with their children give them a clear sense of boundaries and security. They show them love and give them a sense of self-worth and self-esteem. Children who learn to communicate effectively can articulate their wants and needs.



ARTICLE B

Healthy vs Unhealthy Relationship

[Source](#)

1. Healthy Relationship

Open, honest and safe communication is a fundamental part of a healthy relationship. The first step to building a relationship is making sure you both understand each other's needs and expectations—being on the same page is very important. That means you have to talk to each other! The following tips can help you and your partner create and maintain a healthy relationship:

- **Speak Up.** In a healthy relationship, if something is bothering you, it's best to talk about it instead of holding it in.
- **Respect Each Other.** Your partner's wishes and feelings have value, and so do yours. Let your significant other know you are making an effort to keep their ideas in mind. Mutual respect is essential in maintaining healthy relationships.
- **Compromise.** Disagreements are a natural part of healthy relationships, but it's important that you find a way to compromise if you disagree on something. Try to solve conflicts in a fair and rational way.
- **Be Supportive.** Offer reassurance and encouragement to each other. Also, let your partner know when you need their support. Healthy relationships are about building each other up, not putting each other down.
- **Respect Each Other's Privacy.** Just because you're in a relationship doesn't mean you have to share everything and constantly be together. Healthy relationships require space.

2. What Isn't a Healthy Relationship?

Relationships that are not healthy are based on power and control, not equality and respect. In the early stages of an abusive relationship, you may not think the unhealthy behaviors are a big deal. However, possessiveness, insults, jealous accusations, yelling, humiliation, pulling hair, pushing or other abusive behaviors, are — at their root — exertions of power and control. Remember that abuse is always a choice and you deserve to be respected. There is no excuse for abuse of any kind.

3. If you think your relationship is unhealthy, it's important to think about your safety now. Consider these points as you move forward:

- **Understand that a person can only change if they want to.** You can't force your partner to alter their behavior if they don't believe they're wrong.
- **Focus on your own needs.** Are you taking care of yourself? Your wellness is always important. Watch your stress levels, take time to be with friends, get enough sleep. If you find that your relationship is draining you, consider ending it.
- **Connect with your support systems.** Often, abusers try to isolate their partners. Talk to your friends, family members, teachers and others to make sure you're getting the emotional support you need. Remember, our advocates are always ready to talk if you need a listening ear.
- **Think about breaking up.** Remember that you deserve to feel safe and accepted in your relationship.



What is the difference between a healthy and an unhealthy relationship?

<p>Compromise</p> <p>Own friends</p> <p>Support</p> <p>Own hobbies</p> <p>Consistency</p> <p>Both are equal</p> <p>Own interests</p> <p>Compliments</p> <p>Honesty</p> <p>Respect</p> <p>Encouragement</p> <p>Friendship</p> <p>Reliability</p> <p>Own Space</p> <p>Privacy</p> <p>Love</p> <p>Choices and options</p>	<p>Eratic Behaviour</p> <p>Obsessive behaviour</p> <p>Feeling overwhelmed</p> <p>Lies</p> <p>Feeling trapped</p> <p>Control</p> <p>Mistrust</p> <p>Manipulation</p> <p>Abuse</p> <p>Cheating</p> <p>Checking facebook/phone</p> <p>Stalking</p> <p>Over jealousy</p> <p>Criticism</p> <p>Wanting to know where you are all the time</p> <p>Isolation</p> <p>No choices</p> <p>Accusing you of cheating</p>
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Domestic Abuse happens to many young people and everyone is affected in different ways. It's always best to talk to someone about it than keep it to yourself. You could talk to friends, family, teachers or a support worker at The Lookout.

4. In a perfect world, we would all learn early that “give and take” communication can be much more productive than trying to unilaterally stake claims without taking others’ feedback into consideration. Diplomacy is a skill that is well worth learning. The need of diplomacy isn’t felt just in international relations; it’s also highly valuable in “domestic relations,” including your own personal nearest and dearest relationships, as well.
- In today’s complicated and secular world, miscommunication and misunderstanding abound and, because of this, it takes far more communication skill to get along in the world these days. Further, each aspect of communication requires different skills and techniques in order to master.

Section Two Listening Comprehension

Evaluation Criteria: Ability to effectively understand and summarize oral English.



2:50 minutes



14:41 minutes



2:42 minutes



Section Three Writing skills

Evaluation Criteria: Students can demonstrate basic proficiency in writing, using the correct vocabulary, grammar and sentence structure.

Students will be asked to write a short (no more than 50-100 words) short summary paragraph about the specific video. They will be given 15 minutes and asked to post their paragraph in the chat for review.