

UC: Participate in Workplace Communication
LO1: Obtain & Convey Workplace Communication
SELF-CHECK 1

Answer keys:

I.

1. Communication
2. Listening
3. Non-verbal communication
4. Eye-contact
5. Non-verbal communication
6. Verbal Communication

II.

1. Meetings
2. Presentations & Lectures
3. Workshops
4. Conversations

1. Eye-Contact
2. Postures
3. Gestures