

## Skills for Success Curriculum Resource Cover Page

### Organization

CESBA
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### Curriculum Resource

**Personality and Communication in the Workplace**

*This course explores the four main communication styles and various types of personalities. Examples are given of how to engage and collaborate with these differences in the workplace. Learners will learn how to become more assertive, which bird (D.O.P.E) personality is most like them, the benefits of optimism, the differences between extroverts and introverts and how to improve interactions in the workplace by avoiding communication barriers. Click the online link on the next page to access the course.*

### OALCF Alignment

Competency	Task Group	Level
Competency A -Find and Use Information	A1. Read continuous text	2
Competency A -Find and Use Information	A3. Extract information from films, broadcasts, and presentations	N/A
Competency B - Communicate Ideas and Information	B3. Complete and create documents	1
Competency D - Use Digital Technology	N/A	2
Competency E - Manage Learning	N/A	1
Competency F – Engage with Others	N/A	N/A

**Goal Paths (check all that apply)**

- Employment
- Apprenticeship
- Secondary School Credit
- Postsecondary
- Independence

**Embedded Skills for Success (check all that apply)**

- Adaptability
- Collaboration
- Communication
- Creativity and innovation
- Digital
- Numeracy
- Problem Solving
- Reading
- Writing

**Notes:**

Suggested milestones for this resource: 3, 14, and 57



# Personality and Communication in the Workplace

Online curriculum link included

## Pathway Pillar – Workplace Literacy

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Thank you to the many CESBA members that supported the project by reviewing curriculum resources.

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## **Personality and Communication in the Workplace**

Please click on the link below or copy and paste it into your address bar.

When clicked, the link will direct you to an online course about personality and communication in the workplace.

Follow the instructions in each lesson and complete the two review tasks at the end of the course.

<https://rise.articulate.com/share/wQJB8-HRCxQxnerAeyzMXEUXAB-wd04>