

# Workplace Readiness Skills for the Commonwealth

## Grades 6 – 8

### Home

#### Professional Knowledge and Skills

8. **Speaking and Listening:** Follows directions and communicates effectively with customers and fellow employees

**Objective:** Child will learn to communicate effectively.

**Activities:**

1. Play family board games or charades to practice communicating using body language.
2. Have your child practice answering the phone and taking messages.

**Resources for Activities:**

<http://www.freeprintablebehaviorcharts.com/>

**Objective:** Child will learn to follow directions.

**Activities:**

1. Have your child help to assemble new toy, game, or piece of furniture.
2. Give the child directions and have them repeat back to you what they need to do. Child should inform you when directions are complete.
3. Have your child prepare a meal from a recipe.