**Communication Skills**

* **Exchanging information - Listening, interpreting, and speaking**
	+ **Listening**
		- Listen to and follow the information and directions of others.
		- Listen actively to other perspectives and ideas.
		- Ask for clarifications.
		- Listen actively and respectfully while others speak.
	+ **Interpreting**
		- Interpret visual, audio, and oral communication: recognizing and creating signs, interpreting and using symbols and sounds.
		- Understand the ways in which images and language interact to convey ideas.
		- Recognize the meaning of kinesthetic communication (body language).
		- Be aware of cultural differences when providing and interpreting communication.
	+ **Speaking**
		- Speak and express ideas clearly and logically in small and large groups.
		- Give and receive meaningful feedback and feedforward.
		- State opinions clearly, logically, and respectfully.
		- Discuss and negotiate ideas and knowledge with peers and teachers.
		- Communicate with peers, experts and members of the learning community using a variety of digital environments and media.
* **Literacy - Reading, writing, and using language to gather and communicate information.**
	+ **Reading**
		- Read a variety of sources for information and for pleasure.
		- Read critically and for comprehension.
		- Make inferences and draw conclusions.
		- Use and interpret a range of terms and symbols.
	+ **Writing**
		- Use appropriate forms of writing for different purposes and audiences.
		- Paraphrase accurately and concisely.
		- Record information and observations by hand and through digital technologies.
		- Use a variety of scaffolding for writing tasks.
		- Organize information logically.
		- Make summary notes.
		- Communicate using a range of technologies and media.
		- Understand and use mathematical notation and other symbols.
		- Responsibly participate in, and contribute to, digital social media networks.
* **ICT - Communicating using technology to gather, investigate and share information.**
	+ Understand the impact of media representations and modes of presentation.
	+ Make informed choices about modes of communication based on audience.
	+ Communicate information and ideas effectively to multiple audiences using a variety of media and modalities.