

# Workplace Communication Skills for Technology

A new work-oriented language course offered for **FREE** to internationally trained I.T. professionals

This practical and innovative course will help you:

- To write more accurately and effectively, to speak and communicate with clarity and precision
- To clearly and effectively interact with colleagues, clients, supervisors and stakeholders, and in project teams
- To make effective and appropriate presentations
- To use appropriate communication strategies to manage concerns and conflicts

Learn how to communicate well in the workplace through simulations of common on-the-job experiences.

This course is for you if:

- You have training or experience in information technology
- Your English is at an **intermediate level** (Canadian Language Benchmarks 6 to 8)
- You are a newcomer to Canada

Workplace Communication Skills for Technology is offered at:

Seneca College Markham

Sept 21, 2010 - March 1, 2011, Tue and Thurs from 6-8 pm

For more information or to register, contact Seneca College at: [OSLT2009@hotmail.com](mailto:OSLT2009@hotmail.com) or 416.491.5000 ext. 2158

Space is limited to 15 persons. You must register by August 30, 2010. Call today.



**Seneca**



**OSLT** Open Skills Learning Technology

**FLAP** Foreign Language Acquisition Program

The results of a survey of 100 IT professionals

**IT TRIP - 2010**



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