



Soft Skills for All Learners

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When you think of Soft Skills what do you think of?



Soft Skills are called people skills because they involve working with others to achieve a common goal.

You can develop soft skills at work, school or volunteer activities.



For this lesson, we will consider these 3 soft skills:

- Listen
- Communication
- Personal Space



#1

Let's discuss Listen:

- Look like your listening to the person.
- Give eye contact.
- Ask a question, be engaged.
- Don't wear headphones.
- Leave your phone alone.



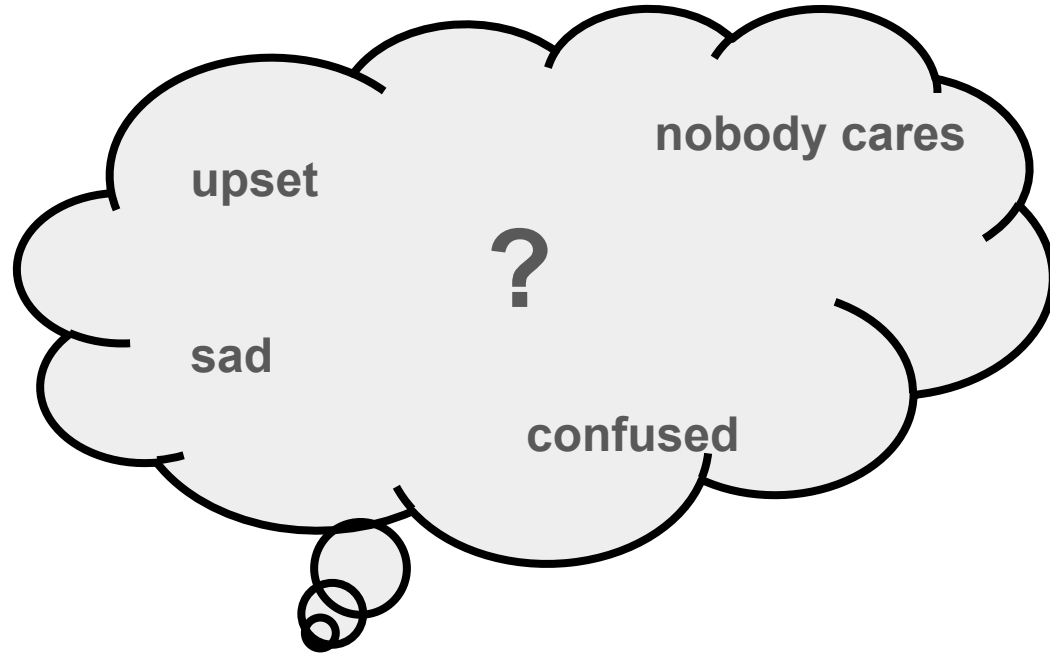
Have you ever talked to someone...

And this happens:

- no eye contact
- use their phone
- have headphones on
- not interested
- dance around



How did that make you feel?



What can we learn from this?



#2

Let's Discuss Communication

There are 3 Basic Types of Communication

Any Ideas?

1.

2.

3.

3 Basic Types of Communication



(1) verbal communication, in which you listen to a person to understand their meaning



(2) written communication, in which you read their meaning



(3) nonverbal communication, in which you observe a person

Ways to Use Technology / Verbal

1. Verbal-you listen

- You may use a google translator, if needed
- The use of a recorder to listen again
- If in a digital meeting, use of AI krisp program, noise cancellation, there maybe other apps



krisp

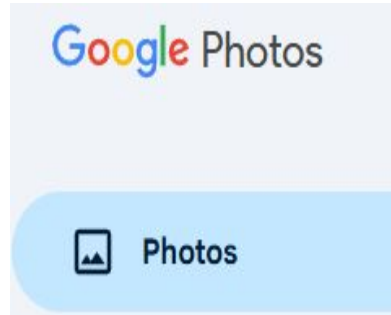
Ways to Use Technology/Written

1. Use your Text to Voice on phone or computer
2. Ask AI to help you, possibly with translating,etc
3. Use translator app
4. All of these can be use if not able to read written words



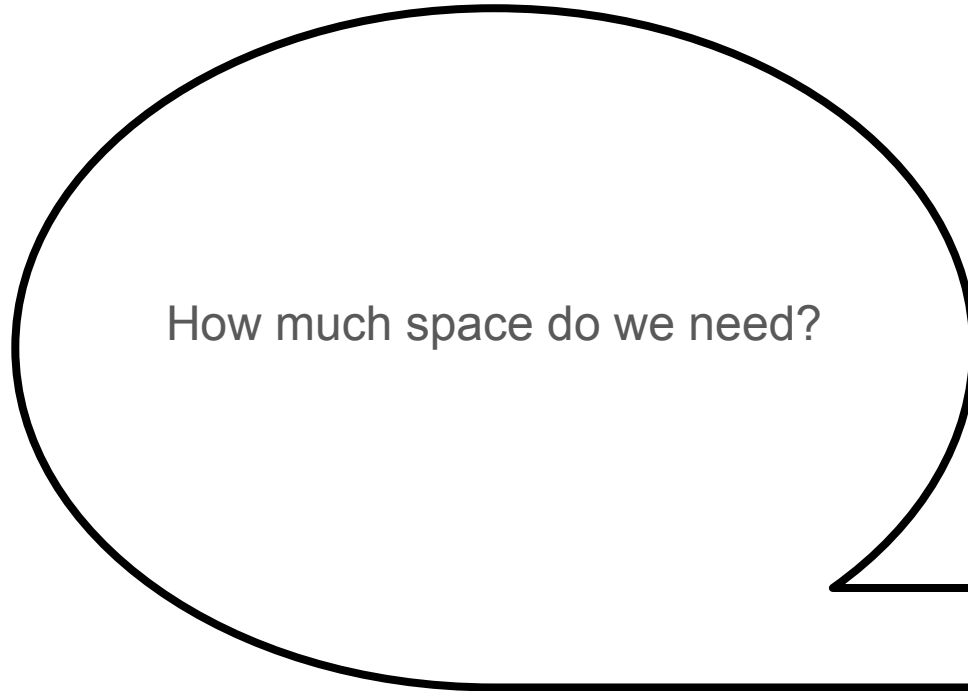
Ways to Use Technology/Nonverbal

- Observing body language
- Use of your own photos
- Choice of emojis
- AI generated images



#3

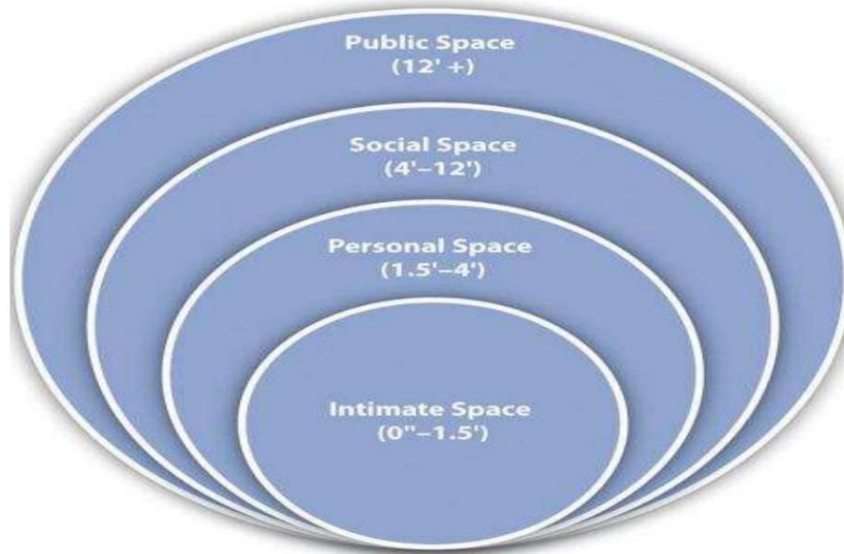
Personal Space



Personal Space-Information

Personal space can be from 4 ft to 16 inches.

A quick reference, may be arm distance away, if available.



Is personal space shown here?



Is personal space shown here?



Think about personal space in these situations...

1. At a family reunion.
2. A team event.
3. Going grocery shopping.
4. Cleaning a car at a car wash.
5. Standing in line at a concession stand.
6. Sitting in a classroom.
7. Can you think of others?



Conclusion

We discussed :

Listening-eye contact,interested, hearing

Communicate-verbal, written, non-verbal

Personal Space-what do YOU feel comfortable with



I hope this is helpful in your teaching lessons.



Images provided by AI Gemini, unless otherwise specified