

Task Title: Body Language At Work

# OALCF Cover Sheet – Practitioner Copy

**Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No

**Task Description:** Watch a video to extract information about body language and understand implications at work.

**Main Competency/Task Group/Level Indicator:**

* Find and Use Information/Extract info from films, broadcasts and presentations/A3

**Materials Required:**

* Pen/pencil and paper
* Computer or digital device

# Learner Information

There are many skills that can help you be successful at work. Body language is one part of how you are perceived and evaluated on the job.

Copy and paste this web address into the browser of the computer and watch the video about body language: https://[www.youtube.com/watch?v=1sfM-xx7tHI&t=13s](http://www.youtube.com/watch?v=1sfM-xx7tHI&t=13s)

# Work Sheet

**Task 1: What is body language?**

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task 2: List three examples of what is included in body language.**

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task 3: How do we instinctively interpret people’s body language?**

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task 4: If someone is avoiding eye contact and has their arms crossed, how is this likely to be interpreted?**

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# Answers

**Task 1: What is body language?**

Answer: Body language is the process of communicating through non-verbal signals.

**Task 2: List three examples of what is included in body language.**

Answer: Posture, facial expressions, gestures

**Task 3: How do we instinctively interpret people’s body language?**

Answer: We interpret body language as some expression of moods, feelings, or intentions.

**Task 4: If someone is avoiding eye contact and has their arms crossed, how is this likely to be interpreted?**

Answer: The person may not be very approachable or friendly.

# Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| A3 | Extract info from films, broadcasts and presentations |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**