PLEASE READ THE INSTRUCTIONS:

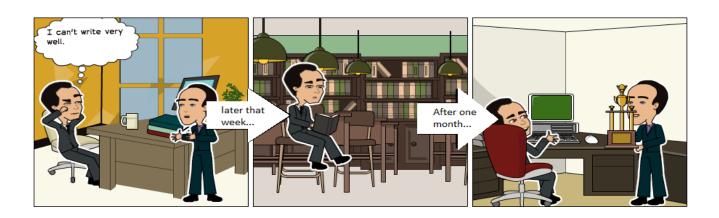
- 1. Greet the student Do a short introduction.
- 2. Inform the student that you'll have a speaking test/speaking exercise.
- 3. Send the link of the student's copy to the student through Skype.
- 4. READ WHAT IS WRITTEN IN YELLOW CELLS BELOW.

Communication Skills

- 5."Now, let's begin the test. First, please read the passage silently for 20 seconds."
- 6. (time 20 secs)
- 7. "Are you ready? Please read it aloud."

Nowadays, communication skills can really help all aspects of one's life. Communication skills can help with one's professional life and social life. The ability to communicate information accurately is a vital skill that could help a person get a good job or a promotion. Communication skills can help maintain good relationships among friends and co-workers. It could also help one gain new friends from other countries. It is never too late to work on one's communication skills.

One day, Mr. Sanji was asked by his boss You should begin with this sentence:to do a paperwork for a company contest.



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Questions:

- 7. "Now I'm going to ask you four questions, one by one. Are you ready?"
- 8. For the first two questions, the student may look at the Speaking Test material.
- 9. Before you proceed to the 3rd question, you may inform your student to close the material so he/she can focus on the discussion.
- 10. Give a short feedback to the student (positive and give points for improvement).
- 11. If there's still time, do free conversation.
 - No. 1 According to the passage, how does communication skills help people?
 - Now please look at the picture and describe the situation. You have No. 2 20 seconds to prepare. Your story should begin with the sentence on the card.

Now, Mr./Ms.---, please turn over the card and put it down.

- No. 3 Some poeple say that, because of computers, people spend less time doing outdoor activities. What do you think about that?
- Today, many people in Japan choose to take overtime work even on No. 4 Saturdays. Do you think this is good for them? If yes, why? If no, why not?

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