

December Checklist
Soft Skill Topics: *Oral and Written Business*
Communication Skills
Seniors – 1 WBL Period

Assignments Due: January 7th

- _____ Check Stubs (Mandatory for PAID Employees)
OR
Hours Documentation (Mandatory for UNPAID interns)
- _____ Employer Evaluation (to be completed by your employer/mentor) – 2 pages
- _____ Soft Skill Activity from “It’s For Real” website
Series I #10 “I Did What She Told Me!”
OR
One soft skill activity at www.hallcowbl.org - December