

# What is 'good speaking & listening?'

- ❑ Answering in full sentences using the question focus in the answer.
- ❑ Showing you are listening, e.g. looking at the speaker, asking follow up questions, using appropriate body language.
- ❑ Listening attentively and be open to the views of others – you don't have to agree, but you must be respectful.
- ❑ Asking questions to further your understanding, e.g. 'how' and 'why.'
- ❑ Speaking clearly and confidently
- ❑ Making sure your language is suitable for your language and context.

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