

1. Watch the video about hard and soft skills. Make notes if necessary.

1.2. Look at some specific examples. Find the meaning of unfamiliar words if any.

Hard Skills	vs.	Soft Skills
<ul style="list-style-type: none"><li>• Bilingual or multilingual</li><li>• Database management</li><li>• Adobe software suite</li><li>• Network security</li><li>• SEO/SEM marketing</li><li>• Statistical analysis</li><li>• Data mining</li><li>• Mobile development</li><li>• User interface design</li><li>• Marketing campaign management</li><li>• Storage systems and management</li><li>• Programming languages (such as Perl, Python, Java, and Ruby)</li></ul>		<ul style="list-style-type: none"><li>• Integrity</li><li>• Dependability</li><li>• Effective communication</li><li>• Open-mindedness</li><li>• Teamwork</li><li>• Creativity</li><li>• Problem-solving</li><li>• Critical thinking</li><li>• Adaptability</li><li>• Organization</li><li>• Willingness to learn</li><li>• Empathy</li></ul>

Hard skills are technical knowledge or training that you have gained through any life experience, including in your career or education.

Soft skills are personal habits and traits that shape how you work, on your own and with others.



LIVE WORKSHEETS

2. Write about all your hard and soft skills in details. How often do you use them to do your job successfully?

**words you may use:**

100%	<b>always</b>	He always gives flowers to Mary.
85%	<b>usually</b>	I usually take two buses per day.
75%	<b>frequently</b>	She frequently goes to the park
60%	<b>often</b>	We often miss the English class.
50%	<b>Sometimes</b>	They sometimes play soccer until the night
40%	<b>occasionally</b>	I occasionally travel by work
30%	<b>rarely</b>	You rarely mixture friendship with business
20%	<b>seldom</b>	He seldom lends something
10%	<b>hardly ever</b>	We hardly ever play videogame
0%	<b>never</b>	I never go out without money.