

**CLB 5 Work Today - Dictation**

Some managers will tell you what they want done for the day at a morning or beginning of a shift meeting. This worksheet will give you practice listening and writing down things that will be done for the day.

Instructions:

1. Listen to your teacher's agenda each morning.
2. Write down what you hear.

WORKING WITH OTHERS TIP:

Write down the instructions your manager gives you. Be an independent worker.

Date: _____

Work Today

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7. _____
8. _____

Name _____ Date _____

Date: _____

Work Today

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