Canadian Language Benchmarks

Can Do Statements

Speaking



Benchmark

At this Benchmark, I can:

- communicate with some confidence in demanding or challenging non-routine work, educational, and social situations
- present information about complex, abstract, and general topics
- speak fluently and comprehensibly using a variety of vocabulary and structures

Interacting with Others

Manage a range of personal and business interactions that involve needs, feelings, and attitudes (such as respect and indifference).

For example:

- respond with assertiveness to expressions of indifference at a staff meeting
- Co-facilitate or contribute to discussions or debates in small formal groups.

For example:

manage the discussion in a workplace meeting to make sure everyone has a chance to speak, and confirm and clarify information as needed

When:

- I speak with peers and authority figures, one-on-one or in groups
- the situation is informal to formal

Getting Things Done

Present formal proposals to address concerns or deal with problems.

For example:

request a formal review of a mark given by a professor for an assignment

Giving Instructions

Give complex instructions for some technical and non-technical tasks, procedures, and processes.

For example:

provide support to a client by giving instructions on the phone to resolve a computer software issue

Sharing Information

Ask for, give and discuss detailed information and opinions to coordinate teamwork assignments, oneon-one and in business meetings, discussions, or debates.

For example:

- discuss work assignments on a project and coordinate tasks with co-workers
- Give demonstrations, briefings, oral reports or position papers on familiar or researched topics.

For example:

make a formal business presentation to introduce, describe and recommend a new product or service



- The Can Do Statements are intended to help learners understand the Canadian Language Benchmark levels; they are not intended for assessment purposes.
- For the Canadian Language Benchmark Online Self-Assessment, visit <u>www.CLB-OSA.ca</u>.

For further details on the Canadian Language Benchmarks, consult the CLB document, available online at www.language.ca

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