

INTERPERSONAL COMMUNICATION

SELF-ASSESSMENT CHECKLIST FOR

Name

LANGUAGE

INSTRUCTIONS:

The self-assessment checklists are provided to help language learners evaluate what they can do with in the language that they are studying in each of the three modes of communication: interpretive, interpersonal and presentational. Language learners can also document their language background as well as set their own future goals for language learning.

Use this checklist to record what you think you can do. You may realize that your progression may not be the same in each mode: interpretive, interpersonal and presentational, and that is expected. For example, you may progress more quickly in reading and listening, than in speaking and writing. You will begin to determine your proficiency level in each mode by self-assessing each one separately. In addition you will have to include evidence to support your self-assessment selections.

The italicized statement at the beginning of each proficiency level is the general description from the self-assessment grid. The bold statements are the main can-do statements for that specific proficiency level. Many of the main can-do statements are followed by examples to help you understand more clearly what the expectations are. You do not have to complete each example in order to check the main can-do statement. If you have additional examples that fit the descriptions, you may also add those in the blank can-do statements provided. Once you have the majority of the items checked for a particular level, progress to the next level to see what you can do there and what you may want to set as future goals.

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Novice Low

<i>I can communicate using single words and memorized phrases.</i>	I can do this easily and well.	This is one of my goals.
Interpersonal Communication		
<p>I can greet people in a polite way using single words and memorized phrases.</p> <ul style="list-style-type: none"> • I can say hello to a person I do not know. • I can say hello to an adult. • I can say hello to my teacher. • I can say hello to someone my age or younger. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can introduce myself to someone.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can answer simple questions using one or more words.</p> <ul style="list-style-type: none"> • I can respond to a yes/no question. • I can answer an either/or question. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Novice Low (continued)</p> <p><i>I can communicate using single words and memorized phrases.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Communication		
<p>I can answer questions about my preferences using one or more words or memorized phrases.</p> <ul style="list-style-type: none"> • I can respond to a question about my preferences. • I can answer an either/or question about my preferences. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can react to a statement using one or more words or memorized phrases.</p> <ul style="list-style-type: none"> • I can express a positive reaction, such as “Great!” • I can express a sympathetic reaction, such as “That’s too bad!” • I can express a negative reaction, such as “That’s horrible!” • I can express agreement with a reaction, such as “OK!” • I can express neutrality, such as “So-So.” • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Novice Mid

<p><i>I can interact with help using words, phrases, and memorized expressions. I can answer simple questions on very familiar topics.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
Interpersonal Communication		
<p>I can introduce myself and others using basic, culturally appropriate greetings.</p> <ul style="list-style-type: none"> • I can introduce myself and someone else. • I can respond appropriately to an introduction using gestures when needed. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can ask simple questions and give simple responses on familiar topics using words, phrases, and memorized expressions.</p> <ul style="list-style-type: none"> • I can ask and answer questions about what I like and dislike. • I can ask and answer questions about what I am doing. • I can answer questions about where I am going. • I can say when I am going to do something. • I can ask and answer questions about the weather. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Novice Mid (continued)</p> <p><i>I can interact with help using words, phrases, and memorized expressions. I can answer simple questions on very familiar topics.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Communication		
<p>I can exchange information about myself, my family, and familiar things using words, phrases, and memorized expressions.</p> <ul style="list-style-type: none"> • I can say my name and ask someone what his/her name is. • I can identify the members of my family and ask someone about his/her family with a simple question. • I can exchange simple descriptions of what people look like. • I can exchange simple descriptions about personality. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can understand and say numbers in simple situations.</p> <ul style="list-style-type: none"> • I can exchange information that requires counting, such as playing a board game, saying the score of a game, or counting the number of people or items. • I can ask and understand how much something costs. • I can ask and give the time, date, birth date, age, and phone number. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can exchange information about something I have learned using memorized words and phrases.</p> <ul style="list-style-type: none"> • I can tell someone the name of a story I read in school. • I can tell someone the time and location of a community event. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Novice High

<p><i>I can exchange information about familiar tasks, topics, and activities. I can handle short social interactions using phrases and simple sentences, but I may need help or visuals to keep the conversation going.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals</p>
<p>Interpersonal Communication</p>		
<p>I can exchange personal information using phrases and simple sentences.</p> <ul style="list-style-type: none"> • I can ask and express a home address and email address. • I can ask and express someone's nationality. • I can ask and tell about family members and their characteristics. • I can ask and tell about friends, classmates, and teachers. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>I can exchange information about what I have learned using texts, graphs, or pictures.</p> <ul style="list-style-type: none"> • I can ask about and identify familiar things in a picture from a story. • I can ask about and identify important information about the weather using a map. • I can ask and respond to simple questions about dates, times, places, and events on schedules, posters, and tickets. • I can respond to simple questions about math problems in class using graphs. 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Novice High (continued)</p> <p><i>I can exchange information about familiar tasks, topics, and activities. I can handle short social interactions using phrases and simple sentences, but I may need help or visuals to keep the conversation going.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Communication		
<p>I can ask for and give simple directions to go somewhere or do something.</p> <ul style="list-style-type: none"> • I can ask for directions to a place. • I can tell someone how to get from one place to another, such as go straight, turn left, or turn right. • I can tell someone where something is located, such as next to, across from, or in the middle of. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can exchange information with other people about what to do, where to go, and when to meet.</p> <ul style="list-style-type: none"> • I can accept or reject an invitation to do something or go somewhere. • I can invite and make plans with someone to do something or go somewhere. • I can exchange information about where to go, such as to the store, the movie theatre, a concert, a restaurant, the lab, or when to meet. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can interact with others using simple language in everyday situations.</p> <ul style="list-style-type: none"> • I can order a meal. • I can make a purchase. • I can buy a ticket. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Intermediate Low

<p><i>I can begin and carry on a conversation on a limited number of familiar topics. I can ask and answer simple questions and exchange information in familiar situations using phrases and a series of sentences.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can have a simple conversation on a limited number of familiar topics.</p> <ul style="list-style-type: none"> • I can talk with someone about family or household tasks. • I can talk with someone about hobbies and interests. • I can talk with someone about school or work. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>I can express my reactions and emotions to others.</p> <ul style="list-style-type: none"> • I can express emotions, such as happiness or sadness. • I can express reactions in highly familiar situations, such as at a sporting event or concert. • I can react to the feelings of others. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Intermediate Low (continued)</p> <p><i>I can begin and carry on a conversation on a limited number of familiar topics. I can ask and answer simple questions and exchange information in familiar situations using phrases and a series of sentences.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can exchange information about academic topics familiar to me.</p> <ul style="list-style-type: none"> • I can ask questions about factual information I have learned relating to geography, history, art, music, math, science, language, or literature. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can ask and answer questions on familiar topics to keep a conversation going.</p> <ul style="list-style-type: none"> • I can ask additional questions to get more information. • I can give more information to explain something I did. • I can ask for and give examples to explain something further. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can meet my basic needs in everyday situations.</p> <ul style="list-style-type: none"> • I can ask for help at school, work, or in the community. • I can make an appointment or reservation by phone. • I can arrange for transportation, such as by train, bus, taxi, or a ride with friends. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Intermediate Mid

<p><i>I can state my views and carry on conversations on a variety of familiar topics and in uncomplicated situations.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can ask and answer a variety of questions about routine personal information in uncomplicated situations.</p> <ul style="list-style-type: none"> • I can share preferences on a variety of topics, giving reasons for my preferences. • I can exchange information about daily routines. • I can exchange information about activities I did or am planning to do. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>I can discuss and solve problems in uncomplicated situations.</p> <ul style="list-style-type: none"> • I can request services, such as phone, plumbing, or car repair. • I can reschedule an appointment or a date if something comes up. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Intermediate Mid (continued)</p> <p><i>I can state my views and carry on conversations on a variety of familiar topics and in uncomplicated situations.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Person to Person Communication		
<p>I can give and seek personal views and opinions on a variety of familiar topics.</p> <ul style="list-style-type: none"> • I can exchange views and opinions about my favorite celebrity. • I can exchange views and opinions about my favorite sports team and how they are doing this year. • I can exchange views and opinions about the importance of recycling in my community. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can start, maintain, and end a conversation on a variety of familiar topics.</p> <ul style="list-style-type: none"> • I can initiate a conversation about my work or school. • I can ask for information, details, and explanations during a conversation. • I can bring a conversation to a close in an appropriate way. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can discuss familiar topics in other subject areas, such as geography, history, music, art, science, math, language, or literature.</p> <ul style="list-style-type: none"> • I can discuss artists from other countries. • I can discuss historical events. • I can discuss the procedures of a science project. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Intermediate High

<p><i>I can state and support many of my views and take an active part in discussions. I can handle some complicated situations on familiar topics.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can express degrees of emotion and respond appropriately to the emotions of others.</p> <ul style="list-style-type: none"> • I can express satisfaction or dissatisfaction, and respond appropriately to others. • I can express appreciation and gratitude, and respond appropriately to others. • I can express sadness and joy, and respond appropriately to others. • I can express frustration, confusion, or anger, and respond appropriately to others. • I can react to the emotions of others in culturally appropriate ways. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Intermediate High (continued)</p> <p><i>I can state and support many of my views and take an active part in discussions. I can handle some complicated situations on familiar topics.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Communication		
<p>I can exchange detailed information related to areas of mutual interest.</p> <ul style="list-style-type: none"> • I can ask for and provide details about specific events. • I can ask for and provide details about a hobby or lifestyle, such as bicycling, vegetarianism, or collecting stamps. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can ask for, follow, and give directions in some complicated situations.</p> <ul style="list-style-type: none"> • I can complete a complicated task that requires multiple steps. • I can ask for and follow complicated directions to get from one place to another. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can express and support my opinions and make recommendations on a variety of topics in culturally appropriate ways.</p> <ul style="list-style-type: none"> • I can agree and disagree with others' opinions and give reasons for my position. • I can discuss information and opinions on social, professional, or academic topics. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Advanced Low

<p><i>I can communicate with a fair amount of fluency and spontaneity on familiar topics, even in complicated situations. I can link ideas in extended discussions. I can participate actively in most informal and a few formal conversations.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
Interpersonal Communication		
<p>I can express my ideas and opinions when engaged in lengthy conversation.</p> <ul style="list-style-type: none"> • I can express my ideas and opinions about family and home, such as sibling rivalries and ideal location for a house. • I can express my ideas and opinions about school or work, such as interesting educators I've known or colleagues who are helpful. • I can express my ideas and opinions about current events or public interest topics, such as healthcare or recycling efforts. • I can talk about my hobbies and interests, such as my favorite exercises, nutritious alternatives to fast food, or surfing the Web. • I can talk about an issue of public concern at a formal gathering, such as general trends in the housing market or the economy. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Advanced Low (continued)</p> <p><i>I can communicate with a fair amount of fluency and spontaneity on familiar topics, even in complicated situations. I can link ideas in extended discussions. I can participate actively in most informal and a few formal conversations.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can engage comfortably in extended conversations and discussions on a wide variety of topics related to my daily life.</p> <ul style="list-style-type: none"> • I can discuss work-related topics, such as personnel and sick leave policies. • I can discuss academic topics about which I am learning. • I can converse about my leisure activities and hobbies. • I can converse about a current issue at a formal gathering, such as leash laws, school dress codes, drinking age, or speed limits. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can communicate even when unpredictable situations arise in a familiar context.</p> <ul style="list-style-type: none"> • I can explain myself further when someone unfamiliar with the topic doesn't understand what I mean. • I can handle a situation related to travel, such as missing a plane or train. • I can explain myself to friends who disagree with me. • I can explain why I unexpectedly was late to class or absent from work. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Advanced Low (continued)</p> <p><i>I can communicate with a fair amount of fluency and spontaneity on familiar topics, even in complicated situations. I can link ideas in extended discussions. I can participate actively in most informal and a few formal conversations.</i></p>	I can do this easily and well.	This is one of my goals.
Interpersonal Communication		
<p>I can conduct or participate in interviews.</p> <ul style="list-style-type: none"> • I can interview for a job or service opportunity related to my field of expertise. • I can participate in an interview about my hobbies and interests. • I can ask questions and probe for details when interviewing others for a job or service opportunity related to my field of expertise. • I can ask questions or probe for details when interviewing others about their hobbies or interests even when they are unrelated to my own. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Advanced Mid

<p><i>I can express myself with fluency and flexibility on a range of familiar and some new topics, including concrete social, academic, and professional topics. I can take an active role in most formal and informal discussions. I can express and defend my viewpoint or recommendations on a variety of topics.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Person to Person Communication</p>		
<p>I can speak fluently, accurately, and effectively about a wide variety of events that occur in the present, past, and future.</p> <ul style="list-style-type: none"> • I can give a clear and detailed story about childhood memories, such as what happened during vacations or memorable events. • I can give clear descriptions about cultural events. • I can talk about present challenges in my school or work life, such as paying for classes or dealing with difficult colleagues. • I can discuss future plans, such as where I want to settle down or what I will be doing in the next few years. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Advanced Mid (continued)</p> <p><i>I can express myself with fluency and flexibility on a range of familiar and some new topics, including concrete social, academic, and professional topics. I can take an active role in most formal and informal discussions. I can express and defend my viewpoint or recommendations on a variety of topics.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can support my opinions clearly and precisely.</p> <ul style="list-style-type: none"> • I can explain advantages and disadvantages of various courses of action, such as whether to rent or buy a place to live. • I can participate in technical discussions in my field. • I can participate in a book discussion. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can use a variety of idiomatic and culturally authentic expressions appropriately.</p> <ul style="list-style-type: none"> • I can use expressions and colloquialisms related to insults and praise. • I can use expressions and colloquialisms related to emotions and feelings. • I can use expressions and colloquialisms to describe attributes. • I can use expressions and colloquialisms to exaggerate. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Advanced Mid (continued)</p> <p><i>I can express myself with fluency and flexibility on a range of familiar and some new topics, including concrete social, academic, and professional topics. I can take an active role in most formal and informal discussions. I can express and defend my viewpoint or recommendations on a variety of topics.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can exchange general information on many matters outside my fields of interest.</p> <ul style="list-style-type: none"> • I can exchange general information about my community, such as demographic information and points of interests. • I can exchange general information about leisure and travel, such as the world’s most visited sites or most beautiful places to visit. • I can exchange general information about social and environmental issues, such as the influence of mass media on society or government policies. • I can exchange general information about political and business issues, such as types of government or economies. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can handle a complication or unexpected turn of events.</p> <ul style="list-style-type: none"> • I can return or exchange a purchase when a vendor makes a mistake or when parts are missing. • I can clear up a major work place misunderstanding in a culturally appropriate manner. • I can rearrange my itinerary, such as flights, pick-up times, and appointments when I experience travel delays. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

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Advanced High

<p><i>I can express myself with fluency, flexibility, and precision on concrete and some abstract topics. I can adapt my language in most situations.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can convey finer shades of meaning with relative ease by using a wide range of expressions to qualify statements.</p> <ul style="list-style-type: none"> • I can convey degrees of support of or disagreement with another’s point of view, such as I can agree with you on most of your points, and I can explain the areas where I disagree. • I can convey degrees of sympathy or empathy. • I can convey degrees of anger or frustration. • I can convey degrees of approval or enthusiasm. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

<p style="text-align: center;">Advanced High (continued)</p> <p style="text-align: center;"><i>I can express myself with fluency, flexibility, and precision on concrete and some abstract topics. I can adapt my language in most situations.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can discuss complex information in debates or meetings.</p> <ul style="list-style-type: none"> • I can put forth and react to other’s complex ideas during a business discussion. • I can put forth and react to other’s complex ideas during a discussion to solve a community issue. • I can participate actively and react to others appropriately in academic debates, providing some facts and rationale to back up my statements. • I can participate actively in a friendly political debate. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can exchange complex information about academic and professional tasks.</p> <ul style="list-style-type: none"> • I can exchange complex information about my academic major, such as why I chose the field, course requirements, projects, internship opportunities, and new advances in my field. • I can exchange complex information about my work responsibilities, such as the hiring process, my work schedule, the nature of my tasks, how I interface with other employees, opportunities for advancement, and new directions in my field. • I can exchange complex professional or academic information to engage in collaborative work with my counterparts in different regions or countries. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Advanced High (continued)</p> <p><i>I can express myself with fluency, flexibility, and precision on concrete and some abstract topics. I can adapt my language in most situations.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
Interpersonal Communication		
<p>I can provide structured arguments and develop and support hypotheses, working around occasional difficulties.</p> <ul style="list-style-type: none"> • I can give a supported argument about work-related processes that would benefit me and my employer. • I can give a supported argument about the need for alternative energy sources. • I can give a supported argument about my political views. • I can give a supported argument about cultural influences on society. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can exchange detailed information on matters within and beyond my fields of interest.</p> <ul style="list-style-type: none"> • I can exchange detailed information about my home, work, and leisure life. • I can exchange detailed information on how one’s worldview influences one’s adaptation to a new culture. • I can exchange detailed information about humanity’s influence on the environment. • I can exchange detailed information on technological advances. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

SELF-ASSESSMENT CHECKLIST FOR ____

LANGUAGE _____

Date Completed: _____

Use this checklist to record what you think you can do. Many of the main can-do statements are followed by examples to help you understand more clearly what the expectations are. You do not have to complete each example in order to check the main can-do statement. You may also add additional examples in the blanks provided. Each skill should be assessed separately to identify level of proficiency. Once you have the majority of the items checked for a particular level, progress to the next level to see what you can do there and what you may want to set as future goals.

Superior

<p><i>I can effectively and consistently use language for all purposes. I can take part effortlessly in any conversation or discussion.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can participate with ease in complex discussions with multiple participants on a wide variety of topics.</p> <ul style="list-style-type: none"> • I can participate in an in-depth academic discussion with other students and educators who share my knowledge of the topic. • I can participate in a formal business meeting where detailed processes or contractual arrangements are being discussed. • I can skillfully relate my contributions to conversations about issues, such as foreign policy, healthcare, or environmental and economic concerns to those made by other speakers. • I can negotiate confidently in a high-stakes situation on behalf of my employer or organization. • I can participate effectively in either role in a high-stakes interview. • I can 	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

Superior (continued)	I can do this easily and well.	This is one of my goals.
<i>I can effectively and consistently use language for all purposes. I can take part effortlessly in any conversation or discussion.</i>		
Interpersonal Communication		
<p>I can tailor my language to any audience.</p> <ul style="list-style-type: none"> • I can tailor my language to peers to engender collegiality and team-building. • I can tailor my language to superiors to show respect, yet portray competence. • I can tailor my language to subordinates to facilitate work processes and reinforce my authority. • I can adapt the sophistication of my speech to the level of the people with whom I am speaking, such as to a child, a knowledgeable adult, or an expert in my field. • I can pull from a variety of accents and dialects to create dramatic effect tailored to different audiences. • I can 	<input type="checkbox"/>	<input type="checkbox"/>
<p>I can speak with ease on almost all topics, using appropriate regional and colloquial expressions.</p> <ul style="list-style-type: none"> • I can speak the standard dialect of an educated individual in formal situations. • I can color my speech with regional and colloquial expressions in informal settings to relate appropriately to people with whom I am speaking. • I can communicate effectively while volunteering with groups that are culturally, linguistically, and/or socio-economically different from my own. • I can infuse regional and colloquial expressions into my speech to add humor, sarcasm, or irony into my speech. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Superior (continued)</p> <p><i>I can effectively and consistently use language for all purposes. I can take part effortlessly in any conversation or discussion.</i></p>	<p style="text-align: center;">I can do this easily and well.</p>	<p style="text-align: center;">This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can make and defend recommendations in business, scientific, academic, or social contexts.</p> <ul style="list-style-type: none"> • I can explain and support my opinions in an academic setting, such as collaborating with other students on a project, prioritizing staffing hires, or determining research agendas. • I can explain and support my recommendations in a social gathering, such as co-planning travel with friends, deliberating on the focus for a non-profit organization, or weighing the advantages and disadvantages of various technologies. • I can explain and support my opinions related to a business venture, such as where emerging markets hold promise, what rules and regulations support or impede entrepreneurship, or how management and labor policies might impact the success or failure of a certain venture. • I can participate in a formal debate in an academic or professional setting and support my opinions or beliefs with relevant facts. • I can make and defend recommendations regarding a proposal, a product, or a practice of which I have some firsthand experience or knowledge. • I can communicate a personal theory or hypothesis on an academic, scientific, or professional matter and explore alternative possibilities with my peers or colleagues. • I can 	<input type="checkbox"/>	<input type="checkbox"/>

<p style="text-align: center;">Superior (continued)</p> <p><i>I can effectively and consistently use language for all purposes. I can take part effortlessly in any conversation or discussion.</i></p>	<p>I can do this easily and well.</p>	<p>This is one of my goals.</p>
<p>Interpersonal Communication</p>		
<p>I can convey and interpret finer shades of meaning by accurately using language to support my statements and arguments.</p> <ul style="list-style-type: none"> • I can convey and interpret finer degrees of support or disagreement with another’s point of view, such as “I agree with you on most of your points, but...” • I can convey and interpret finer degrees of sympathy or empathy, such as “I sympathize with your opinions up to a point, but...” • I can convey and interpret finer degrees of anger or frustrations, such as, “I’m angry, but not enough to do anything about it.” • I can convey and interpret finer degrees of approval or enthusiasm, such as “I approve, but only if ...” • I can participate in a friendly debate on a socially relevant topic, such as family planning issues or the role of religion in government and defend my opinions and beliefs. • I can 	<input type="checkbox"/>	<input type="checkbox"/>