



GENERAL STUDIES

DATE	SUBJECT	ACTIVITY
INTRO BUSINESS STUDIES		
18 May 2020	Communication	Today I will the memorandum of the two questions that you had to complete during the week of 11-15 May 2020 Module 2: Listening skills 1. What is communication p28 2. Four main categories of communication p28 3. Factors that have a negative effect on listening skills p29
19 May 2020	Communication	4. Barriers in the communication process p28 5. Listening and hearing p29
20 May 2020	Communication	6. Guidelines for improved listening skills p30 Do Activity 1 on p31
21-22 May 2020	Communication	Complete the possible Examination questions on p32-33