

Concord Summer Experience



Activity Title	Communication (The Art of Soft Skills)		
Activity Overview	In this activity, you will learn about soft and hard skills and which ones will be useful for your chosen workplace in the future.		
Activity Duration	2 hours	Resources Required	Youtube, phone/laptop
Activity Summary			
<p>Hello everyone. Today's activity is the Art of Soft Skills. I hope you enjoy this lesson which is part of the online Concord College summer school. My name is Mr. Davies and today I am going to help you do two things. Firstly, I will help you understand what soft skills are and why they are so important today Secondly, I will help you make your own soft skills plan. It will be the same plan that is used in businesses all around the world. It is very important to work well with others in the business world. However, we also need to know hard skills.</p> <p><i>A hard skill is sometimes called a technical skill.</i> This might be a computer skill or the ability to operate a machine. On the other hand, soft skills are quite different. For example, a soft skill could be flexibility at work or teamwork. In recent years these skills have become more and more important to businesses.</p> <p>Recently, technological developments such as 3D printing, artificial intelligence and more generally what is called the Fourth Industrial Revolution have reduced, but not eliminated, the importance of hard skills. Basically, soft skills have become much more valuable in the world of work in recent years. We will learn about this today.</p> <p>The four industrial revolutions in history were 1) coal, gas, 2) electronics and nuclear, and the 3) internet and renewable energy. We are at the start of the fourth Industrial Revolution with artificial intelligence, 3D printing and the internet working together to change the world of work.</p> <p>3D printing technology has allowed individuals and small companies to produce complex goods that could once upon a time, only be made in expensive factories. Artificial intelligence has allowed programs to copy human interactions. Therefore, the Fourth Industrial Revolution is a combination of all of these developments working together to make business run smoothly, cheaply and efficiently.</p> <p>Staff use what are called continuous professional development plans. <i>CPD plans for short</i>. We will call it a Soft Skills plan. This is a practical way of putting your thoughts about soft skills into action. Today, we will make your plan with all the soft skills that you think are important to succeed in business. Then you will make a 1 minute audio recording that explains your Soft Skills Plan.</p> <p><i>Let's review.</i> 1) Soft skills include flexibility and teamwork 2) They have become very important because of technological developments. 3) Staff often use CPD programmes to find out which soft skills they need and by which date 4) Today, you will make yours.</p>			