

TOP SOFT SKILLS

Helpful Professor Explains!, *Top Soft Skills for 2025 (To Find your Dream Job)* [online],
[dostęp 11.09.2025], dostępny w Internecie: <https://www.youtube.com/watch?v=t0mI-52eX58>

I. Match the words with translation.

- | | |
|------------------|-----------------------------|
| 1. set a goal | a) istotny, kluczowy |
| 2. efficient | b) okoliczności |
| 3. accurate | c) skrupulatny |
| 4. circumstances | d) wzmacniać |
| 5. pitfall | e) ustanowić cel |
| 6. perseverance | f) odporny, wytrzymać |
| 7. crucial | g) wytrwałość |
| 8. enhance | h) problem, pułapka, ryzyko |
| 9. resilient | i) wydajny |
| 10. meticulous | j) dokładny |

II Fill in the blanks with these words

**set a goal • efficient • accurate • circumstances • pitfall • perseverance •
crucial • enhance • resilient • meticulous**

1. To achieve success, it is important to _____ and work consistently toward it.
2. This new software is very _____ and saves a lot of time.
3. The teacher asked for an _____ description of the experiment's results.
4. Due to unexpected _____, the meeting had to be postponed.
5. One common _____ of online learning is the lack of face-to-face interaction.
6. With hard work and _____, students can overcome even the most difficult challenges.
7. Soft skills such as communication are _____ for building good relationships at work.
8. Reading books in English can _____ your vocabulary significantly.

9. Children are often more _____ than adults when adapting to new environments.
10. The scientist kept _____ notes during the research process.

III Watch the video at <https://www.youtube.com/watch?v=t0mI-52eX58>

and answer the questions.

Are the sentences true or false?

1. Soft skills are technical skills that are only useful in specific professions.
2. Goal setting demonstrates motivation and initiative to employers.
3. Time management involves meeting deadlines and using time efficiently.
4. Adaptability means being resistant to change and avoiding uncertainty.
5. Critical thinking helps employees solve complex problems and make informed decisions.
6. Empathy is not considered important for building cooperative relationships in the workplace.

IV Choose the correct answer.

1. **What does active listening involve?**
 - a) Ignoring others' opinions
 - b) Focusing, understanding, responding, and remembering what is said
 - c) Speaking as much as possible
 - d) Delegating tasks to others
2. **Which soft skill helps maintain calm under pressure and contributes to efficient problem solving?**
 - a) Networking
 - b) Patience
 - c) Decision-making
 - d) Creativity
3. **Which of the following skills is essential for resolving disagreements constructively and building positive workplace relationships?**
 - a) Emotional intelligence
 - b) Resilience
 - c) Negotiation
 - d) Innovation
4. **Attention to detail is important because it:**
 - a) Encourages teamwork over individual work
 - b) Minimizes errors and improves efficiency

- c) Increases work-related stress
- d) Focuses only on long-term goals

V Discuss in pairs. Which of the sentences is incorrect in your opinion?

1. A teacher quickly changes the lesson plan when the classroom projector stops working.
2. A teacher modifies activities to support students with different learning styles, such as visual, auditory, or kinesthetic learners.
3. A teacher ignores students' struggles and continues the lesson exactly as planned without adjusting anything.
4. A teacher accommodates a last-minute schedule change, such as a substitute covering a class.
5. A teacher introduces alternative assessment methods when traditional tests do not reflect students' understanding.

VI Discuss in groups 1 of the questions and present the results to the class.

1. Which soft skill do you think is most important for success in the workplace today, and why?
2. How can employees develop soft skills such as emotional intelligence, resilience, or patience over time?
3. Why is empathy an important soft skill for teachers, and how can it improve teacher-student relationships?
4. Can strong technical skills (hard skills) compensate for weak soft skills in a professional setting? Why or why not?
5. In what ways can a teacher use teamwork and collaboration with colleagues to enhance the overall educational experience for students?

VII Read the dialogue between two students discussing soft skills and fill in with missing words. There are 2 extra words you do not need.

a) professional b) problem-solving c) handle d) deadlines e) communication f) projects

Emma: Hey, Alex! Have you thought about which soft skills are most important for our future jobs?

Alex: Yeah, I've been reading about them. I think and teamwork are really crucial. What about you?

Emma: I agree, and I'd also add adaptability and They help a lot when unexpected situations come up.

Alex: True! I realized that employers often look for people who can stay positive andstress too.

Emma: Exactly. I guess we should start practicing these skills now, not just rely on technical knowledge.

Alex: Totally! Maybe we can do some group to improve teamwork and communication.

Emma: Great idea! Let's plan that for our next class.

VIII Choose 1 of the topics and write 140-200 words.

Personal Reflection Essay- Write about a time you used a soft skill, like teamwork or problem-solving, and how it helped you achieve a goal.

Soft Skills Development Plan- Create a plan outlining how you will improve your soft skills over the next 6 months. Include specific actions and goals.



created by mgr Joanna Skowron

25.08.2025

Created by Mgr Joanna Skowron