

	Speak	Listen	Read	Write	Strategies	Culture	Language Features	Resources/references
<b>Module 1</b> <b>Responsibilities</b> <ol style="list-style-type: none"> <li>1. Rights and Responsibilities</li> <li>2. Harassment</li> <li>3. Incidents and Injuries</li> <li>4. Safe work Practices and Procedures</li> </ol>	<p>Discuss prevention of major injuries.  Discuss Jim's story.  Discuss three basic rights.  Talk about why you think so many workers are getting hurt on the job.</p>	<p>Listen to worker's story online.  Questions to ask yourself &amp; your boss.</p>	<p>Read subtitles of worker's story online.  Read safe work practice form(s).  Read excerpts from company handbooks.</p>	<p>Fill in safe work practices form.  Assignment 1: edge issue 7.</p>	<p>Follow a pyramid concept to realize how major injuries can be prevented.</p>	<p>Learn about the meaning of safety in the Canadian workplace.  Understand concepts of joint responsibilities and rights between employers and workers.</p>	<p>Clear speech – volume.  Vocabulary needed.  WP sayings.  WP acronyms.</p>	<p>ACSA (Alberta Construction Safety Association)</p> <p>The Learning Edge  <a href="http://www.thewclc.ca/edge">www.thewclc.ca/edge</a></p> <p>English Express – special Issue  <a href="http://www.englishexpress.ca">www.englishexpress.ca</a></p>
<b>Module 2</b> <b>Pro-active strategies for Unsafe Work and Conditions</b>	<p>Debate two points of view.  Speak up – state your case.</p>	<p>Listen for the mainstream expectations.  Listen to online e-learning Health and Safety 101.  Listen to Marco's story.</p>	<p>Read online e-learning Health and Safety 101.  Read Passport to Safety.</p>		<p>Consider alternatives.  Understand the use of and need for procedure.  Consider the consequences of actions.</p>	<p>Name tacit Canadian knowledge around imminent danger.  Understand concept of rights and responsibility.  Know individual rights.  Speak up clearly and concisely - without long story.  Understand power distance and hierarchy.</p>	<p>Clear speech – giving and receiving direct messages and non-verbal clues.  Vocabulary needed.  WP sayings.  WP Acronyms.</p>	<p><a href="http://www.worksmartontario.gov.on.ca/scripts/default.asp?contentID=2-4-3&amp;mcateogry=health">http://www.worksmartontario.gov.on.ca/scripts/default.asp?contentID=2-4-3&amp;mcateogry=health</a></p> <p>Workplace Health and Safety</p> <p>Alberta Workplace Health and Safety</p> <p><a href="http://www.WorkRights.ca">www.WorkRights.ca</a></p>
<b>Module 3</b> <b>Workplace Hazards</b> <ol style="list-style-type: none"> <li>1. Hazard Recognition</li> <li>2. Field Level Risk Assessment</li> <li>3. Identify and Control Hazards</li> <li>4. Invisible Hazards</li> </ol>	<p>Describe a hazard.  As what if questions.  Request explanations and clarification.  Describe risk assessment.  Discuss controls that keep risks low.</p>	<p>Listen to and practice online listening for safety language at onsite level language (CLB6).  Test your listening ability and knowledge.</p>	<p>Read the handbook.  Read PPT slides.  Read questions from site safety exams.  Answer multiple choice exam.</p>	<p>Fill out hazard recognition form.</p>	<p>Listen for question words.  Use concepts in visuals and apply them to workplace information.  Locate AEI, WHS, Worksafe Alberta online as references.  Use structure of online interactive material.  Compare and contrast.  Follow a process chart on hazard analysis.  Follow trainer's directions.</p>	<p>Know the importance of hazard recognition in workplace culture.  Understand individual responsibility in hazard recognition in workplace.  Realize the benefits for both company and workers in field level risk assessment.  Realize potential of risks from others and environment.  Show initiative in the Canadian context.</p>	<p>Clear speech – speed, pitch direction of question raising.  Vocabulary needed.  WP sayings.  WP Acronyms.</p>	<p><a href="http://employment.alberta.ca/sfw/53.html">http://employment.alberta.ca/sfw/53.html</a></p> <p><a href="http://employment.alberta.ca/whs/learning/HazardID/ahre_interface.swf.html">http://employment.alberta.ca/whs/learning/HazardID/ahre_interface.swf.html</a></p> <p>(Worksafe Alberta e-learning program: recognizing workplace hazards)</p>
<b>Module 4</b> <b>Protective Personal Equipment</b> <ol style="list-style-type: none"> <li>1. PPE Defined</li> <li>2. Basic PPE</li> <li>3. Clothing</li> <li>4. Fall Arresting Protection</li> </ol>	<p>Define PPE.  Name examples of PPE from body part or industry.  Describe the intent behind the message on posters.  Discuss the meaning.</p>	<p>Listen for meaning of messages.  Ask questions to clarify what was heard.</p>	<p>Make word and visual connections through PPT.  Read questions and replies and use visual aids on posters.</p>	<p>Design poster to reflect need for PPE.  Fill in a fact sheet – Understand question words.  Relate hazards to PPE needed.</p>	<p>Know the acronym.  Relate type, purpose and industry.  Understand concept of actions and consequences.</p>	<p>Understand why PPE is required.  Understand the necessity of using PPE correctly.</p>	<p>Clear speech – pause.  Vocabulary needed.  WP sayings.  WP Acronyms.</p>	<p>Worksafely.org</p>
<b>Module 5</b> <b>WHMIS</b>	<p>Describe the acronym.  Name the symbols.  Describe the use of symbols to inform on the hazards.</p>	<p>Listen to the education cycle of learning to identify and handle materials using the process chart on PPT.</p>	<p>Read the names and identify the symbols.  Read a supplier label.  Read a workplace label.  Read a MSDS.</p>	<p>Fill in supplier label information sheet - using sample products.  Working together fill in a material safety data sheet.</p>	<p>Understand symbols.  Learn classifications.  Understand the concept of an information system: labels, material safety data sheets, education.  Compare and contrast two types of labels: workplace and supplier.</p>	<p>Understand that a safety system can also be a law.  Create a safer workplace by providing workers with the knowledge and tools to enable them to work safely.</p>	<p>Clear speech – syllables in a multi-syllable word.  Vocabulary needed.  WP sayings.  WP Acronyms.</p>	<p><a href="http://www.ehs.utoronto.ca/resources/whmis.htm">http://www.ehs.utoronto.ca/resources/whmis.htm</a></p>
<b>Module 6</b> <b>A Safety Attitude</b>	<p>Describe orientation training.  Speak up in tailgate role play.  Discuss what a job represents and how injuries can affect goals.</p>	<p>Listen to other's stories about orientation process and procedures.  Listen to other's stories about life altering accidents.</p>	<p>Read sections of company handbook.  Read orientation exam questions.</p>	<p>Vocabulary in short sentences.</p>	<p>Apply standard operating procedures.  See it: think it: do it.  Search for information – Use independent action.</p>	<p>Understand: zero tolerance, active participation, the value of an employee, the risks for newcomers.  Understand individual responsibility.</p>	<p>Clear speech – end of word-stop consonants.  WP vocabulary needed.  WP sayings.  WP acronyms.</p>	