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**Skills for Success Curriculum Resource Cover Page**

**e-Channel Organization**

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| COFA |

**Curriculum Resource**

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| *Activité d’apprentissage et de consolidation en lien avec les cours d’introduction à la suite Office 1 et 2.** *Cette activité d’apprentissage permettra à l’apprenant de concrètement mettre en pratique, les notions de base du ruban accueil des logiciels Word, Excel et PowerPoint.*
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**OALCF Alignment**

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| **Competency** | **Task Group** | **Level** |
| **Competency D - Use Digital Technology** | **N/A** | **2** |
| **Competency A -Find and Use Information**  | **A1. Read continuous text** | **1** |
| **Competency B - Communicate Ideas and Information**  | **B3. Complete and create documents** | **2** |
| **Choose an item.** | **Choose an item.** | **Choose an item.** |
| **Choose an item.** | **Choose an item.** | **Choose an item.** |

**Goal Paths (check all that apply)**

|  |  |
| --- | --- |
| [x]  Employment [ ]  Apprenticeship [x]  Secondary School Credit | [x]  Postsecondary[x]  Independence |

**Embedded Skills for Success (check all that apply)**

|  |  |
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| [x]  Adaptability[ ]  Collaboration[ ]  Communication[x]  Creativity and innovation[x]  Digital | [ ]  Numeracy[ ]  Problem Solving[x]  Reading[x]  Writing |

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| **Notes:** |