**Workplace Professional Communication Skills**

***E-Curricular Vitae (20%)***

***The Requirements***

Student are required to prepare a 1.5-3 minutes video of CV. The video needs to highlight a personal information, education background, qualification, skills, self-strength and contact information.

The video may also include appropriate photographs, music and any other relevant visual aids.

**Assessment Criteria:**

You will be assessed as follows:

1. ***Content/Information: 5 marks***
2. ***Language: 5 marks***
3. ***Skills & Strengths: 5 marks***
4. ***Creativity: 5 marks***

***If you have any problems please do not hesitate to contact me at*** [***lecturer@apu.edu.my***](mailto:lecturer@apu.edu.my)