

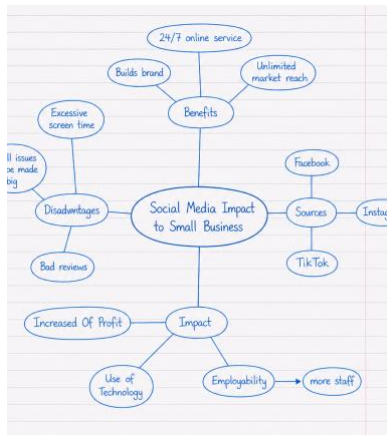
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CertHE Business Skills for the Workplace

Academic Skills

### Task 1 – Reading Task Template

Upload your photo of your A3 in-class notes here:



#### 1. Answer these questions using the sentence starters below

##### a. What is the main idea of the text?

The main idea is that Social media is a useful tool for helping small businesses expand and grow as they can reach a wider audience with only making sure that the business have enough good exposure to bring attention of people to come and visit

##### b. What are two key points?

One key point is increase in sales, all businesses mentioned they saw an increase in their sales.

Another key point is Market expansion, they were able to reach market that could not have reached without the exposure.

**c. What part of the text did you find most important? Why?**

The most important part is where every shop owner shared their story and how the social media changed their lives. It is inspiring see how people made their dreams come true and made their businesses go even international!

**d. Was anything unclear or difficult to understand?**

I was not sure about whether they found disadvantages on using social media or how they cope with being so viral and now having to look after keeping the hype.

**e. How did your group help you understand the text better?**

My group helped me by sharing their ideas and thoughts so we can combine them with each see the different points of view to come to a whole idea.

**3. One sentence reflection**

**Question:** What did you find challenging about this task?

The hardest part was finding the key points as some can be connected and seem to have the same meaning as the other ideas so it can be confusing to find the right information that is being asked.