

# Communication Board

I am here for training



I am here to attend conciliation with...



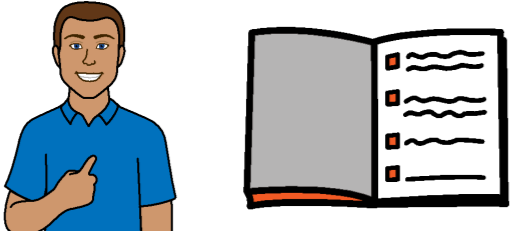
I am here for a meeting with...



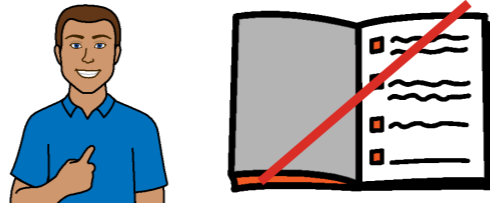
I would like to make a complaint



I have an appointment



I don't have an appointment



I want to make an appointment



I want to see someone



Where are the toilets?




Can you please book a taxi for me?




I need to go out.  
I am coming back



Can you please tell...



NO




I'm not sure



I need some help please



YES



# Communication Board

## Tips for using a communication board

**This communication board can help people who either cannot talk or have speech that is difficult to understand.**

### **Introduce yourself**

Ask: Do you need help? How can I help you?

If someone has a communication difficulty, and you don't understand their message – offer the option of using a communication board.

### **Instructions for use:**

- Place the communication board on a stable surface in front of the person so they can easily see the letters.
- Ask the person to point to what he or she wants to say.
- Check the message by repeating back the phrase the person pointed to - look for a yes or no response.
- If the person cannot use this board, you may need to ask someone who knows the person well to assist.