

Internet Activity Presentation Planner

Introduction to Business Chapter 20 Career Planning in a Global Economy

In Chapter 20, you learned that, “While U.S. companies face global competition for sales, some U.S. workers face global competition for jobs.” Many of the jobs in the United States are being outsourced to other countries. Many firms do this because workers in other parts of the world can be paid a much lower wage than workers in the United States. This practice has raised some issues and concerns among the workforce. Produce and present a 10-minute talk about the outsourcing of jobs. Discuss the negative aspects as well as the reasons behind it.

Action Steps for Planning a Presentation

1. Get started by building background knowledge. Read newspaper articles, search the Internet, and make personal phone calls to local experts to understand the issues.
2. Decide on a specific topic. Narrow your focus to a topic that interests you.
3. Research your topic in greater depth. Use books, local media, the Internet, and personal interviews. Take detailed notes and maintain a bibliography as you work.
4. Review your notes and write an outline of your presentation.
5. Plan and create visual aids.
6. Write a draft of your presentation and practice it. Rewrite, practice again, and present.

1. Build Background Knowledge

Did You Know?

Think about these fascinating facts and what they might have to do with workplace issues such as outsourcing.

[begin bulleted list]

- Chicago-based billionaire entrepreneur and real estate investor Sam Zell predicts continued outsourcing will encourage new domestic start-up ventures.
- It is estimated that 3.3 million service jobs will be outsourced between 2000 and 2015—an average of 55,000 jobs outsourced per quarter, or only 0.71% of all jobs lost per quarter.
- The number of jobs coming from other countries to the United States is growing at a faster rate than jobs lost overseas.
- Outsourcing requires workers to learn the business etiquette of other cultures.

[end bulleted list]

Questions to Ponder

Think about these questions and what they might have to do with workplace issues such as outsourcing.

[begin bulleted list]

- Who decides if jobs are outsourced?
- Do retirement benefits remain intact if someone’s job is outsourced?

- Are there any jobs that are outsourced to the United States?
- What are some of the reasons for outsourcing?
- Are jobs outsourced to any country that wants them?
- What are the regulations for outsourcing?

[end bulleted list]

Key Search Words

Use key words to search for Web sites that relate to your topic. List other key words you uncover in your search. Take notes about what you find and review your notes later as you narrow your topic.

global economy, call centers, gross domestic product, unemployment

Web Sites

2. Decide on Your Topic

Narrow Your Focus

Complete the following flow chart to narrow your topic. Choose a topic that interests you and that will also interest your audience. Write a title and a sentence or two about your talk and ask your teacher to approve it or suggest changes.

Employment > Outsourcing > _____

Title: _____

Description: _____

Approval: _____ Date: _____

(Teacher's Signature)

3. Conduct Research

Maintain a Bibliography

In addition to Web sites you use in your research, list books and periodicals you consult, and contact information for experts you interview.

Books

4. Write an Outline

Main Ideas and Details

Review your notes and think through the main ideas and details you want to include in your presentation. Put the main ideas in a logical order and list them in outline form as major headings. Include at least two details under each main idea.

I. Introduction

A. _____

B. _____

II. Main Idea

A. _____

B. _____

III. Main Idea

A. _____

B. _____

IV. Main Idea

A. _____

B. _____

V. Conclusion

A. _____

B. _____

5. Plan Visual Aids

Charts, Graphs, Photos, and Video Clips

Describe the visual aids you plan to use in your presentation or use the space below to sketch charts or graphs you will create.

Tips on Creating and Using Visual Aids

[begin bulleted list]

Keep them simple, use them sparingly, and make them visible to everyone in the audience.

Explain the content of the aid when you first show it.

When you finish with the aid, remove it or cover it up.

Be prepared to give your talk without visual aids if technical problems occur.

