

Activity 11

Young Speakers

When you advance in your career, you may be required to give speeches or make presentations in front of an audience. It's not too early to start building your public speaking skills. The more practice you get, the more comfortable you will be about preparing and giving speeches.

Part I Directions: With your teacher's permission, work in a small group to discuss possible topics for a five-minute speech. Each person should select a different topic. Choose a topic that you are comfortable with. For example, if you are on the basketball team, you could explain how the game is played. Use the lines below to write down the students' names and the topics that they will speak on.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Part II Directions: Prepare to speak on your topic for five minutes. Use the space below to make notes that you can follow. Don't write out the whole speech, just notes to help you stay on track. Practice making your speech, and revise your notes if necessary.

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Part III Directions: Arrange with your teacher to present your speeches to the class. As each student gives his or her speech, other students should make notes so that they can provide feedback afterwards. Read the following helpful hints before you give your speech.

- Relax by taking a few deep breaths before you begin speaking.
- Try to look at people as you speak. If you need to focus on one person when you begin, do so, then start to look around the room and catch people’s eyes.
- Concentrate on your message. By focusing on what you want to say, you’ll forget your nervousness.
- If you make a mistake, or leave something out, keep going. Chances are your audience won’t notice.

Part IV Directions: After you finish your speech, write an assessment of your performance on the lines below. Did you say what you wanted to say? How do you think you did? Did you manage to make eye contact with your audience? What did you do well? What would you do differently another time?

Part V Directions: Get together with the members of your speech group. Take turns to provide feedback on the speeches. Encourage group members to provide positive criticism as well as suggestions for improvement. On the lines below, summarize the feedback that you received and your reactions to it.

Activity 12

Finding a Job Match

Choosing a career that matches your interests, aptitudes, values, and goals is important. You can start by exploring careers that you think you might like, and you can work forward from there.

Part I Directions: On the lines below, list three careers that you think you would find interesting. Write the career title, and explain why you think this career might be right for you.

1. **Career:** _____

2. **Career:** _____

3. **Career:** _____

Part II Directions: Find out more about the careers you listed above. Use print or online sources to learn about the topics listed below. Then, for each career, summarize your findings on the lines provided.

- what the work involves
- working conditions
- education and training requirements
- advancement opportunities
- earnings and benefits
- outlook for the career

Career 1: _____

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Career 2: _____

Career 3: _____

Part III Directions: Compare your answers to Part II with your original ideas about the careers, as recorded in Part I. Do you still think these careers are right for you? Or, did you discover information that has given you second thoughts? Use the lines below to record your ideas about the careers now that you have additional information.

Career 1: _____

Career 2: _____

Career 3: _____
