

your *elevator speech*



presentation, creativity,
organization, public speaking



stop watch, stop sign (print one off)



10 minutes



What if you walked into an elevator with someone you've always wanted to work for? What would you say if you had less than a minute to make your dream boss interested enough to want to know more about you? Nothing? Everything? This may happen to you, maybe not in an elevator but at some point in your life you will have the opportunity to meet someone and impress them. Will you be prepared? Will you be able to bring your ideas together and present them in a captivating way so that you will be heard and remembered?

Great people talk about ideas, average people talk about things.
-Frank Lebowitz

Directions: Have students prepare a 2 minute elevator speech using the prompt above and the outline below to organize the 2 minutes.

Here's a great outline to start with:

Name, grade in school, name of school, parents, siblings, birthplace and places you've lived, what interests you, what you are involved in, a title of a book that has impacted your life, one thing you are passionate about, a dream you have for the future, the people you admire most in your life, the career you are most interested in, etc.

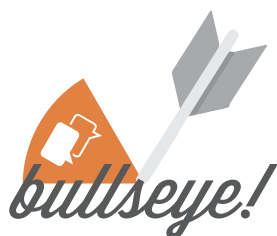
Be creative. Use a quote and weave it into your speech. Use an example from your life that impacted your career interests. Use a person you admire as a way to talk about how you think about life.

Have students give their speeches over a couple of weeks and let their classmates provide feedback. Have a timer. At the end of 2 minutes, quietly raise a stop sign to signal the end, but allow the student to finish.



Challenge!

Use the Evaluation Tool for First Impressions checklist for students to anonymously fill in and present back to the speaker. Make sure that students give positive and constructive feedback.



Being prepared to command another person's attention while introducing yourself is a vital part of communication and a key skill for employability.

Course Standard 1:1 1:3 1:4 1:6

evaluation tool for first impressions

Give a check mark for proficiency and an x mark for an item that needs work.

- Eye Contact
- Smile
- 2 pump hand shake
- Waited to be seated
- Speaks in complete sentences
- No extra non-language noises
- Voice - clear, confident
- Shirt is tucked in
- Clothes ironed/pressed
- Shoes shined - no scuffs
- For women - clothes not too: tight, low, short, etc.
- For women - not too much jewelry
- Has a notebook with resume inside
- Posture - sitting straight, engaged
- Body language - open and relaxed
- No nervous habits, hands and feet still
- Made personal introduction to the interviewer