

# **Exercises for Levels 2–5 Projects**

Connect with Storytelling

Folktale Touching Story Personal Story Speaking after Dinner Bringing History to Life

Connect with Your Audience

Sell a Product The Briefing Winning Proposal Delivering Bad News

Creating Effective Visual Aids

Sell a Product Winning Proposal Bringing History to Life Demonstration Talk

**Deliver Social Speeches** 

The Roast Introduce the Speaker

Effective Body Language

Sell a Product Folktale Touching Story Personal Story Story with a Moral Bringing History to Life

<u>Make Info Interesting</u> <u>Assert Yourself Effectively</u> <u>Successful Negotiator</u>

Ethical Leadership

Brainstorming Session Reaching a Consensus Session Professional Seminar

Inspire Your Audience

Folktale Touching Story Story with a Moral Speaking after Dinner Successful Negotiator

Introduction to TM Mentoring

Personal Story The Roast

Leading in Your Volunteer Organization [session/seminar is the project]

<u>Brainstorming Session</u> <u>Reaching a Consensus Session</u> <u>Professional Seminar</u>

Manage Online Meetings

Brainstorming Session Reaching a Consensus Session Professional Seminar

Managing a Difficult Audience

Delivering Bad News Crisis Management Speech

Moderate a Panel Discussion

Brainstorming Session Reaching a Consensus Session

Prepare to Speak Professionally

**Motivational Address** 

Public Relations Strategies

Persuasive Approach

Question-and-Answer Session

The Briefing Crisis Management Speech

**Understanding Vocal Variety** 

Sell a Product Folktale Touching Story Personal Story Story with a Moral Speaking after Dinner Bringing History to Life

Monodrama Make Info Interesting

Using Descriptive Language

Winning Proposal Folktale Touching Story Personal Story Story with a Moral Speaking after Dinner Bringing History to Life

<u>Make Info Interesting</u> <u>Demonstration Talk</u> <u>Abstract Talk</u>

Using Presentation Software

The Briefing Make Info Interesting Abstract Talk

Level 1: Writing a Speech with Purpose: See Intro to Vocal Variety & Body Lang: See or

Connect with Your Audience Understanding Vocal Variety Effective Body Language

# The Motivator

### Objective: Sell a Product

#### Exercise:

- Understand the relationship of sales techniques to persuasion.
- Skillfully use the four steps in a sales presentation: attention, interest, desire, action.
- Identify and promote a unique selling proposition in a sales presentation.
- Be able to handle objections and close a prospective buver.

Pathways Target:\* Conn., V.Aid, VV, Body

# **Objective: Winning Proposal**

#### Exercise:

- Prepare a proposal advocating an idea or course of action (imaginary or real).
- Organize the proposal using the six-step method.
  - · Understand the Audience's Needs.
  - Personalize Your Approach. Craft a Story.
  - · Be Specific.
  - Showcase All Aspects Good and Bad.
  - Provide a Clear and Logical Solution.
  - Deliver a Compelling Closing.

Pathways Target:\* D.Lang, Conn., V.Aid

# **Objective: Crisis Management Speech**

#### Exercise:

- Adopt strategies for communicating to the media about a company crisis.
- Prepare a speech for the media about a crisis that builds and maintains a positive image for the company.
- Answer questions from the media in a manner that reflects positively on the company.

Pathways Target:\* QA, Diff.

#### **Objective: Motivational Address**

#### Exercise:

- Understand the concept and nature of motivational speaking. Use words and gestures to persuade an audience to emotionally commit to an action.
- Create mutual understanding. Appeal to the listeners' beliefs and values.
- Apply a four-step method (need, drive, incentive, goal/ reward) with the purpose of persuading and inspiring.

Pathways Target:\* Prof.

# The Manager

#### Objective: The Briefing

#### Exercise:

- Select a specific scenario or situation (imaginary or real) which you must present to a large group.
- Organize your briefing materials, tailoring it to your audience's needs.
- Give a briefing according to a specific objective so the audience will have an understanding of the information. Pay special attention to organization and clarity.
- Effectively handle a question-and-answer session following the briefing.

Pathways Target:\* QA, Conn., Pres.

#### **Objective: Delivering Bad News**

#### Exercise:

- Deliver bad news with tact and sensitivity. Select a specific situation (imaginary or real).
- Decide on a direct appeal or an approach that slowly and carefully avoids any landmines.
- Organize your speech appropriately for your audience. Keep in mind how they will receive the news.
- Conclude with a pleasant note and maintain the audience's goodwill.

Pathways Target:\* Diff., Conn.

#### **Objective: Brainstorming Session**

#### Exercise:

- Select a problem for a brainstorming session for which you serve as facilitator.
- Topic should be narrow enough and appropriately worded so that the group can accomplish its goal within the allotted time.
- Use open-ended questions and comments to stimulate and guide appropriate discussion.
- Effectively handle any behavioral problems that may interfere with the goal.
- Have participants reduce the list of ideas to the three best.

**Pathways Target**:\* Eth.L, O.Mtg, Panel, Vol. (seminar is the project)

# Objective: Reaching a Consensus Session

#### Exercise:

- Select a problem for the group to discuss and resolve. Select a narrow topic on which participants might agree or disagree. Deftly handle any behavioral issues.
- Use different types of questions to encourage participants to contribute ideas, opinions and suggestions. Help the group identify areas of agreement & disagreement.
- As facilitator, help the group reach a consensus.

Pathways Target:\* Eth.L, O.Mtg, Panel, Vol. (seminar is the project)

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Conn.=Connect w/ Your Audience; Diff.=Man'g Difficult Audience; D.Lang=Descriptive Language; Eth.L=Ethical Leadership; Insp.=Inspire Your Audience; O.Mtg.=Online Mtgs.; Ment.=Intro to TM Mentoring; Panel=Moderate a Panel Disc.; PR=Public Relations Strategies; Pres.=Presentation Software; Prof.=Prepare to Sp. Professionally; QA=Question & Answer; S.Sp.=Social Speeches; Story=Connect w/ Storytelling; Vol.=Leading in Your Vol. Org.; VV=Vocal Variety

# The Entertaining Speaker

# Objective: Introduce the Speaker

#### Exercise:

- Focus on the special occasion talk from the standpoint of the introducer (Toastmaster, master of ceremonies).
- Become knowledgeable and skilled in the functions associated with introducing presenters. Ask the speaker why they chose this topic; make sure the audience is completely ready and encouraged to hear the speech.
- Handle the introduction of all presenters at a club meeting. Create a compelling theme that is interspersed throughout the meeting.

Pathways Target:\* Being the TM, S.Sp

# **Objective: Touching Story**

#### Exercise:

- Understand the techniques used to arouse emotion: vivid description and dialogue, along with clear and effective facial and body movement.
- Become skilled in arousing emotions while telling a story. Take the audience on a roller coaster ride that culminates in a powerful and inspirational climax.

Pathways Target:\* VV, Body, D.Lang, Insp., Story

# **Objective: Speaking after Dinner**

#### Exercise:

- Prepare an entertaining after-dinner talk on a specific theme. Include jokes, stories or anecdotes.
- Deliver the talk with maximum impact, as well as strong imagery, vocal variety and gestures. Remember to capture their attention, which may not be easy.

Pathways Target:\* VV, D.Lang, Insp., Story

#### **Objective: Professional Seminar**

#### Exercise:

- Plan and present a seminar with specific learning outcome(s).
- Relate to the audience by using a seminar presentation style. Be sensitive to their needs and learning pace.
- Use seminar presentation techniques to promote group participation, learning and personal growth.
- Grab their attention and guide them toward your goal.
   Use humor or personal stories. Show enthusiasm;
   encourage feedback.

Pathways Target:\* Eth.L, O.Mtg., Vol. (seminar is the project)

# The Dramatic Speaker

### Objective: Folktale

#### Exercise:

- Select a folk tale that is entertaining and enjoyable for a specific age group. Deliver it extemporaneously.
- Use vivid imagery and voice (tempo, rhythm, inflection, pause, volume) to enhance the tale.
- Use all the elements of a good story (plot, setting, characters, action, a twist, etc).

Pathways Target:\* VV, Body, D.Lang, Insp., Story

#### **Objective: Personal Story**

#### Exercise:

- Create and tell an original story based on a personal experience.
- Use vivid imagery, characters and dialogue. Use facial and body expressions for maximum effect.
- Develop a strong narrative, including highs, lows, and a thoughtful climax.

Pathways Target:\* VV, Body, D.Lang, Story, Ment.

#### Objective: Monodrama

#### Exercise:

- Assume the identity of an actor alone on a stage. Deliver a rehearsed reading enhanced with vocal variety, as well as facial and body gestures. Eye contact will be minimal. if at all.
- The public library provides many examples, such as Hamlet's "To Be or Not To Be," or Scrooge in "A Christmas Carol." Portray the physical and emotional aspects of this character to an audience.

Pathways Target:\* VV

#### **Objective: Bringing History to Life**

#### Exercise:

- Understand the purpose of stories about historical events or people. Educate and uplift the audience. Create a story with peaks, valleys, and an effective climax. Make the audience members imagine they are there.
- Use vivid imagery and your voice and body to enhance the tale, along with cleary defined characters.

Pathways Target:\* VV, V.Aid, D.Lang, Body, Story

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VV=Vocal Variety

# The Technical Speaker

# Objective: Make Info Interesting

#### Exercise:

- Select new and useful information for presentation to the audience.
- Focus your presentation at the audience's level of knowledge.
- Organize the information for easy understandability and retention.
- Present the information in a way that will help motivate the audience to learn.

Pathways Target:\* VV, Body, D.Lang, Pres.

#### **Objective: Demonstration Talk**

#### Exercise:

- Prepare a demonstration speech to clearly explain a process, product or activity.
- Focus your speech topic and its organization based on the audience's self-interests and needs.
- Conduct the demonstration as part of a speech delivered without notes.

Pathways Target:\* V.Aid, D.Lang

## **Objective: Abstract Concept**

#### Exercise:

- Research and analyze an abstract concept, theory, historical force or social/political issue.
- Consider the audience's level of understanding and self-interests. Narrow the topic and organize the speech for maximum entertainment and retention.
- Present the ideas in a clear, interesting manner.

Pathways Target:\* Pres., D.Lang

#### **Objective: Persuasive Approach**

#### Exercise:

- Direct a persuasive appeal to the audience's selfinterests using a combination of fact and emotion in a speech delivered in such a manner that it appears extemporaneous.
- Persuade the audience to adopt your viewpoint by the use of standard persuasive techniques.
- Use at least one visual aid to enhance the audience's understanding.

Pathways Target:\* V.Aid, PR, Insp.

# The Personal Speaker

## Objective: Story with a Moral

#### Exercise:

- Develop a story that both entertains and offers a lesson or moral.
- Use vivid imagery, characters and dialogue. Use facial and body expressions for maximum effect.
- Include a strong narrative, including highs, lows, and a high-impact or unexpected (twist) conclusion.

Pathways Target:\* VV, Body, D.Lang, Insp., Story

# **Objective: Assert Yourself Effectively**

#### Exercise:

- Enjoy the physical and mental benefits of being assertive. Engage a contrary situation with a partner.
- Employ the four-step method for addressing a problem and asking for help.
- Clear, concise, confident and controlled: Express your thoughts and feelings in a straightforward, brief, selfassured and calm manner while respecting others.
- Overcome resistance to your requests. Use "I" statements. Practice saying No.

Pathways Target:\* Body

#### **Objective: The Roast**

#### Exercise:

- Poke fun at a particular individual in a good-natured way.
   This could be another club member or mentor.
- Adapt and personalize humorous material. Use anecdotes and vivid storytelling.
- Deliver jokes and humorous stories effectively. Use vocal variety, facial expressions and gestures to enhance the presentation.

Pathways Target:\* Ment., S.Sp

#### **Objective: Successful Negotiator**

#### Exercise:

- Present a situation with a partner which requires you to negotiate an effective outcome for both parties.
- Employ win/win negotiating strategies to achieve your goals. Consider the other's point-of-view.
- Be clear and assertive, as well as sensitive.

Pathways Target:\* Insp., Body

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