

Assignment Instructions

Public Speaking Preparation: Share and Tell Mini Speech

Mini-Speeches: Preparing for a Presentation
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Most people do not like public speaking, but, in many jobs, effective public speaking is essential to career success. Usually, public speaking becomes easier if you talk about something you care about and if you practice.

You will prepare a 2-3 minute Share and Tell mini speech to deliver to the class. You may talk about anything you want—a hobby, an achievement, a trip, a pet, a funny story, sporting event etc.

You should prepare:

- An opening statement
- The body of information
- A closing statement

Presentation guidelines

For the presenter:

- Must speak for 2 minutes but no more than 3 minutes; you will be timed and stopped
- Do not need to dress up
- Do not need visuals (may use if desired)