



## Communication/Know Your Audience (75-85 minutes)

### PRIOR TO CLASS ARRIVAL:

Make a copy of the Communication Strategies (Insert A, 2 pages) and cut it into 10 sections.

Make copies of the Communication Tips (Insert B) to hand out at the end of class for the students' Forever Files.

Upon arrival to class, ask everyone to immediately be seated in groups of three or four for the entire session.

### CARTOON TALKING POINT:

- **Would you rather be abducted by aliens or give a presentation?**

### DO YOU KNOW?

- **Who do you think speaks more words a day – guys or gals?**

*(Research shows that the average woman speaks 16,215 words a day, while the average man speaks 15,669. Although men and woman are very different in brain processes, the amount they communicate is actually the same!)*

### SHARE:

Today's conversation will be about conversing. Whether presenting to an audience of many, or visiting with your friend, knowing how to communicate appropriately is vital. "Why?" you ask. Because we are constantly being judged by the way we talk. If we "miscommunicate" something, we can experience a bad consequence, often without even knowing why.

### ACTIVITY:

Have students work in their groups of three or four and do the following:

**Thinking only about personal conversations (among friends and family,) name two things that would cause a communication catastrophe. Share a possible outcome as well.**

*Here is an example: Sharing the wrong time to be picked up from the movies. Mom shows up 45 minutes early and has to sit there and wait – getting angrier by the minute.*

### SHARE/ASK:

Have the groups share their examples.

**Now ask the class as a whole, "What steps can be taken to minimize personal communication catastrophes?"**

*(Some examples: Be more specific when giving directions or sharing details. Make sure the person with whom you are speaking is actually listening to you - have them repeat what you say. Realize that you stand to be corrected when sharing information, so be willing to listen yourself if they contradict you. Know going into a conversation that, although you both speak English, that doesn't mean that you will both "interpret" the words said out-loud the same way.)*

**How many of you feel that in this era of email, texting, and voicemail, that true face-to-face communication is becoming a lost art? What do you think about technology and its influence on communication? Does it have a negative or positive impact on the future of communication?**

*(This is a heavy topic, but creates great classroom conversation. At a time when texting and email or social media posting has replaced a typical conversation, there is no denying that students are at risk for losing their abilities to speak interpersonally. We have allotted for 5 to 7 minutes of conversation – you may need more. (If you have studied the Empathy Session with your students, remind them to debate with EMPATHY!)*

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***THIS MATERIAL IS FOR SAMPLE PURPOSES ONLY. The remaining part of this session contains additional activities, videos and class discussions, as well as a Takeaway Tip!***