

CIS 601 Individual Elevator Speech (10 Pts)

An “elevator speech” is a short, impromptu talk given where you and someone you want to talk with are riding an elevator. You want to convey your idea in a confident, concise, and coherent summary that will leave a positive and lasting impression on the listener.

Another way to think of this is a short TikTok rather than a full-length YouTube video, or a billboard that you might see for a moment as you are driving past it at 60 miles per hour.

For this assignment, you should picture yourself in one of the following scenarios:

1. You are at a final interview for a job, presenting yourself to the board of directors.
2. You are requesting funding for a project that you believe will be a great success.
3. You have a product or service that you are trying to sell to another company.
4. You want to recommend someone else for an open position in your business.
5. You have a suggestion that could improve employee morale or productivity.

The constraints are as follows:

1. You have no more than 2 minutes to convey your information to your audience.
2. You have one slide with your name plus 3 to 5 lines of no more than 7 words each.
3. You may include a background, drawing(s), picture(s) as illustration on your slide.
4. You must submit your slide to Blackboard by Sunday, January 26, 2025, 11:59 PM.
5. One 3” x 5” note card is OK, but memorization and good eye contact is better.
6. The idea is not to talk fast, but to convey your thoughts in a confident manner.
7. Students will be chosen at random starting Week 3 (1/29 Section 2, 1/31 Section 1).
8. The order will not be given in advance, so everyone should be present and ready.

After your speech, I will ask the class to give 2-3 minutes of immediate spoken feedback.

1. What did you like about this presentation?
2. How could this presentation have been improved?
3. The audience should be objective and not be overly critical or deliberately hurtful.

You do not have to worry about projecting your slides. If you submit them on time, I will put all the slides together in a single presentation and advance it after each person presents.

I am expecting to get through 10 to 12 individual presentations per class between weeks 3 through 5 for Section 1 (Friday) and weeks 3 through 6 for Section 2 (Wednesday).

I am hoping that this will give each student an idea of how you can improve presentation skills, both written and oral, before presenting as a group later in the semester.