



## AGENDA

Topic: Day 1 - Orientation, Task 1

Date: Day 1

- I. Welcome
- II. What is VE?
- III. Review of Welcome Folder
- IV. Preparing for Your Personal Elevator Pitch

## ACTION ITEMS

- I. Prepare for Personal Elevator Pitch to be delivered tomorrow

## FOLLOW UP

- Review rubric
- View the video, How to Perfect the Elevator Pitch

## What You Need to Know

- The elevator pitch must be between 30-45 seconds
- Information you must include in your elevator pitch:
  - Your name
  - Your grade
  - Positive attributes about yourself; your strengths and passions - how you will add value to the Virtual Enterprises Program
- Information you may include in your elevator pitch:
  - Personal interests, hobbies, work experience, career interests
  - Things you did this summer
  - Personal information – family, fun facts
- You will be graded according to rubric shown on the next page
- Elevator pitches will be delivered in class tomorrow.



### **Personal Elevator Pitch Rubric**

<b>Points</b>	<b>5 Points</b>	<b>3 Points</b>	<b>1 Point</b>
<b>Performance</b> <i>(Appearance, confidence, posture, speaks clearly)</i>	Speech looks rehearsed and speaker maintains eye contact with the audience.	Speech looks somewhat rehearsed and maintains eye contact sometimes.	Speech does not look rehearsed and makes no eye contact.
<b>Presentation</b> <i>(clear, concise, smooth flow, understandable)</i>	Elevator pitch was clear, concise and well planned; smooth flow of information to capture audiences' attention.	Elevator pitch was somewhat clear; flow could have been improved for a more seamless presentation.	Elevator pitch was not well planned; information was not in a logical sequence that held audiences' attention.
<b>Content</b> <i>(states strengths, captures attention, persuasive, realistic)</i>	Describes skills and passions are and how he/she will add value to the VE program.	Somewhat describes skills and passions and how he/she will add value to VE.	Doesn't describe skills or passions or how he/she will add value to VE.
<b>Timing</b> <i>(appropriate time length)</i>	Within time limit of 30-45 seconds.	Goes 5 seconds over or under time limit.	Goes 10 seconds over or under time limit.

**Total Points x 4 = \_\_\_\_\_ / 100**