

1. Opening Reflection (Bell Ringer Prompt)

- **Prompt:**

“Think about a time when communication affected your team’s success. What worked well? What could have been better?”

- **Instructions:**

- Write 3–5 full sentences reflecting on a real experience. You may include:
 - A moment when communication helped your team succeed
 - A time when unclear communication caused a challenge
 - Something you would improve if you could go back

- **Sample Starter:**

“One time communication affected my team was when _____. It helped/hurt the outcome because...”

Opening Reflection:

2. Kickoff Video Reflection

- **Instructions:**

Watch the National BPA Officer Kickoff Video that focuses on leadership and communication. When the video pauses, reflect with your partner or group.

- **Questions:**

- What communication technique did you notice the officer using?
- How did that technique help their team or leadership role?

- **Sample Starter:**

“One communication strategy I noticed was...”

“This helped the team because...”

Kickoff Video Reflection

3. Guided Instruction –Core Professional Walkthrough

- **Essential Communication Skills:**

- Here are the five essential communication skills discussed:
 - Clear and Concise Messaging – Expressing ideas simply and directly
 - Active Listening – Paying attention, asking questions, showing understanding
 - Respectful Tone and Language – Using polite, professional words and delivery
 - Constructive Feedback – Sharing and receiving feedback to improve the team
 - Conflict Resolution Communication – Staying calm, objective, and solution-focused

- **Instructions:**

- Answer the two questions below in 3–4 full sentences total.

- **Questions:**

Which communication skill is most challenging for you?

Which communication skill do you use most naturally?

- **Sample Starter:**

“The communication skill I find most challenging is ___ because...”

“The skill that comes naturally to me is ___ because...”

Guided Instruction

4. Scenario Response-Appling Communication Sills

- **Instructions:**

- Choose one of the scenarios below.
- Write a response of 5–7 full sentences explaining how you would use effective communication to help the team.
- Be sure to mention at least one of the five communication skills.

- **Scenarios:**

- Scenario 1: Competition Prep Communication
 - Some team members feel left out or unheard during preparation. How do you clearly and respectfully address this issue to keep everyone involved?
- Scenario 2: Resolving Disagreement in an Officer Meeting
 - Two officers strongly disagree on event plans. How do you listen actively and communicate constructively to guide the team toward a solution?
- Scenario 3: Motivating the Team Through Communication
 - Team motivation is low and people are losing focus. What communication strategies can you use to encourage and re-engage members?

Independent Activity

5. Reflection Journal Prompt

- **Prompt:**

“How can strong communication make you a better leader or teammate in BPA or other groups?”

- **Instructions:**

- Write a paragraph of 4–5 full sentences. Include:
 - One communication skill you want to build
 - How improving it could help you in BPA, school, or work

- **Sample Starter:**

“I learned that communication affects leadership and teamwork because...”

“One communication skill I want to improve is ___ so I can...”

Reflection Journal Prompt