Writing Class Participation Chart

Quarter goal:\_\_\_\_\_\_\_\_\_\_\_\_

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| Today’s Date | What did I Share? | Number  |
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Twelve Guidelines for Sharing Aloud in Writing Class and in Your Future

1. **At every opportunity you should volunteer to share your thoughts aloud in front of your class and teacher. The more you practice this skill, the better you will become. That’s a promise!**
2. **Take this opportunity seriously, don’t be silly or stand and laugh. If you want to be taken seriously, you must behave as such.**
3. **Send signals that make the right impression on your audience.**
4. **Make eye contact with your audience.**
5. **Wait until you know you have the attention of your audience before you begin to speak.**
6. **Do not hold your paper over your face. You should look over your paper.**
7. **Speak slowly and don’t rush though what you are sharing.**
8. **Speak loudly using a strong voice.**
9. **Speak clearly and do not mumble your words. You want your audience to understand what you are saying.**

**10.Acknowledge the audience when you finish before you rush to your seat. Nod your head, smile etc.**

**11.Use these tips in all of your classes, not just writing class!**

**12.You will use this skill starting today, and for the rest of your school career and even as you go off to interview for jobs and in your future career.**

