

Speak Up

Table Talk

Employers want to hire employees with good communication skills. They want new hires who can “think on their feet” and respond quickly and succinctly in business situations. Suppose you were at a business dinner and an employer wanted you to discuss one of the topics outlined below. Follow the instructions and see how you do at making some table talk.

- Work with 2 or 3 other students.
- Choose one of the topics below and speak to your group for 1 minute.
- Appoint a timekeeper and let the speaker know when his/her time is up.

You will only have a minute or two to prepare, so think of an opening sentence and one important point you want to make.



1. Explain one of your goals you set for yourself.
2. Describe something you do well.
3. Tell me why you want this job.