

 **Activity 2.1.2 I'd Like to Introduce...****Purpose**

Have you ever been in a social situation with new people and had to introduce yourself or a friend? Introductions are a basic means to communicate and very common. Depending on the social situation, an introduction can be formally or informally presented. For instance, at a dinner party guests should be formally introduced to encourage further conversation. At a movie theater, an informal introduction is enough for a brief gathering of friends. Communication skills of speaking, shaking hands, listening, and body language are used when meeting new people.

Knowing how to behave in certain situations requires knowledge of social etiquette. A person with good etiquette is polite, respects personal space, smiles and maintains eye contact. A person with poor social etiquette is rude, invades personal space, frowns or glares, or does not maintain eye contact. What are you like when you meet someone?

**Materials****Per student:**

- Pencil
- *Agriscience Notebook*

**Procedure**

In this activity, you will practice an informal introduction. Then, you will be partnered with a classmate to prepare a formal introduction. You will present your introduction in the form of a special occasion speech.

**Part One – Informal Introductions**

1. Turn to someone sitting next to you, shake their hand and tell them your name.
  - Shaking hands – grasp hand firmly and shake using 3-4 pumps.
  - A weak handshake communicates a shy or non-interested person.
  - A firm handshake communicates an interested person with confidence.
2. Next, ask your partner if the handshake communicated an interested or non-interested person.
3. Practice a firm handshake again if needed.

**Part Two – Formal Introductions**

1. Your teacher will assign you a partner for the rest of this activity.
4. Perform a formal introduction using the following procedure.
  - Develop and write a list of five questions to learn more about your partner. These questions and responses will be used to prepare your formal introduction of your partner. Your questions should include important social information so that your classmates will get to know your partner better. Your questions should not be too personal or make others uncomfortable. Record the questions in Table 1.
  - Sit by your assigned partner and informally introduce yourself.

- Interview your partner using the five questions you prepared and record the responses in Table 1.
  - Ask your partner if there are any other important facts he or she would like to share with the class. If so, record those responses.
5. Switch roles and answer your partner’s questions.
  6. After you and your partner have recorded your questions and responses, practice your formal introductions with each other and ask for feedback.
  7. Make changes to your introduction as needed.
  8. When it is your turn, present to the class your prepared introduction implementing the traits of a good speaker discussed in the presentation *Communication Skills*.

<b>Table 1 Questions and Responses</b>	
<b>Question 1</b>	
<b>Response</b>	
<b>Question 2</b>	
<b>Response</b>	
<b>Question 3</b>	
<b>Response</b>	
<b>Question 4</b>	
<b>Response</b>	
<b>Question 5</b>	
<b>Response</b>	
<b>Additional Information</b>	

## Conclusion

1. Describe a proper handshake.
9. What steps should be taken to prepare a formal introduction?
10. Describe three specific speaking skills to use during a formal introduction.