

Speaking Progress Check

Task

Prepare and give a short presentation on SMART goals.

Instructions



1. Listen to Excerpt 2 in the listening section of this chapter. Listen for and take down important information about the following points:
 - Why goals are important
 - What each letter in SMART stands for
 - Why it is important to make goals SMART
2. Use the chart on the next page to help you organize your notes and plan your presentation.
3. Read the rubric so that you are familiar with the expectations of the task.
4. Prepare and practise your presentation.
5. Present the information to a group or your instructor.

Important! Download and save this fillable PDF on to your computer, and then complete the task using the PDF that you saved on your computer.

Introduction	
Body	
Conclusion	

