



**PEOPLE FOR INDIA**  
Lead with values...

**L V (Lead with Values) Period**



YOUTH!  
ARISE  
AWAKE  
AND  
KNOW  
YOUR  
STRENGTH

GRESSPRIDEINTEGRITYSUPPO  
UNTABILITYTEAMWORKTRU  
PECTCOURAGELEADERSHIPDI  
ESTYPASSIONCOMMUNICATIO  
HIL  
QUALITYCOMMITMEN  
PERFECTIONVISIONPF  
POTENTIALEXCELLENCE  
SUPPORTCONFIDENCE

**VALUES**



*Arise, Awake and  
Stop Not till the  
Goal is reached.*

**Project  
Arise\*Awake**

A School Program  
where Attitude matters

# LEAD WITH VALUES

*A School Program where Attitude matters*

This book contains syllabus that shall focus on teaching Leadership Qualities and inspire them narrating Stories of Great Leaders, Practice Values, Learn Public Speaking. A better generation evolves...



# PEOPLE FOR INDIA

## Lead with values...

### LEAD WITH VALUES...

#### PREFACE



***MUCH EDUCATION TODAY IS MONUMENTALLY INEFFECTIVE. ALL TOO OFTEN WE ARE GIVING YOUNG PEOPLE CUT FLOWERS WHEN WE SHOULD BE TEACHING THEM TO GROW THEIR OWN PLANTS.***

***JOHN W. GARDNER***

***PEOPLE FOR INDIA IS A SOCIAL SERVICE ORGANIZATION THAT STRIVES FOR***

- ***YOUTH LEADERSHIP PROGRAM***
- ***INSTILL VALUES IN PEOPLE***
- ***SUPPORT BUILDING INFRASTRUCTURE THAT IS POSSIBLE***

***MANY OF US TAKE BIRTH AND DIE...***

***BUT ONLY FEW LEAVE FOOT PRINTS....***

***LET US BUILD MANY...***

***WHO CAN LEAVE FOOT PRINTS...***

***SURAJ PABBATHI, FOUNDER OF PFI***



***ASK NOT WHAT YOUR COUNTRY CAN DO FOR YOU,***

***ASK WHAT YOU CAN DO FOR YOUR COUNTRY.***

***JOHN F. KENNEDY***



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Suraj Pabbathi, Founder and President.  
After travelling through different countries,  
learning different traditions and cultures,  
wanted to do something for human kind,  
chosen to contribute towards Youth Leadership  
program and build society based on values.

*"Many of us take birth and die, but only few  
leave foot prints, let us build many who can  
leave foot prints."*

Aravind Garrepally, Vice President  
Very hard worker, dedicated and instrumental in building  
the foot print for PFI in India, helped to reach many  
schools and realized numerous projects.  
PFI is very lucky to have this person.





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Lakshmi Narayana Ragipindi, Secretary  
A man with kind heart, stands in front with kind donations and key person in building PFI MindTree Math club, a fundraiser for helping the schools and villages in India.

Manohar Jakkula, Youth Leadership Program Manager  
A beautiful mind, intelligent and Traditional person who believes in contributing to People For India as it addresses at the foundation level. Dedicated and friendly teacher helping the students understand Math and raise funds for the projects of PFI.





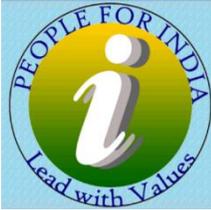
## PEOPLE FOR INDIA

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Shiva Pabbathi, Math Teacher  
Youngest of PFI Family, budding teacher wanted to help people of India and at the same imparting education in math @ USA to aspiring kids.



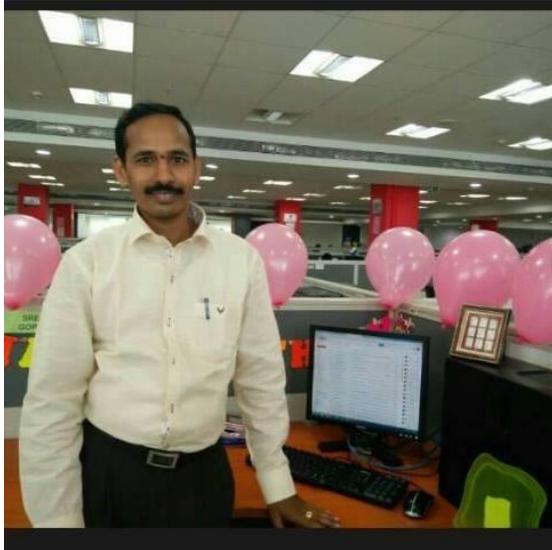
Madhavi Lata Vemula,  
'Lead with values' Program Manager  
Instrumental in adding the life to words,  
helping the emotions to reach people and  
kindle the spirit in hearts for contributing  
towards building a good society based on  
values with true leadership.



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Sreedhar Gopishetty,  
Calm, Responsible and Perseverance are the best qualities to describe him. He stands for words and lives by example. Under his leadership executed many projects, gained faith of people and penetrate into their hearts.



Sandeep Veera Yadiki,  
A Social conscious person, worked at ground level to make many PFI programs successful and the reason for the growth of the organization. His contributions made the services reach villages, schools and colleges.



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Surender Chikine,  
Dynamic, hardworking and socially responsible individual.  
He is the true leader who can bring in the change for the  
society



Sravan Avuladoddi,  
Elocution Competitions Manager.  
Kind at heart, Sensible and results oriented. He  
is resourceful and capable of doing many things  
to work. He is a selfless team player.



# PEOPLE FOR INDIA

## Lead with values...

This book illustrates the program “Lead with Values” where it teaches Youth leadership program by covering the following

- *Stories of Great Leaders*
- *Characters of a Leader*
- *Public speaking*
- *Practice Values*

Also provides youth opportunities

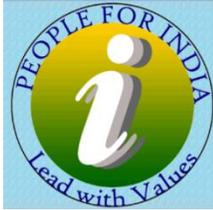
- *To think about the society*
- *Give back to society*
- *Do something for the society through outdoor activities*
- *To Raise Funds*
- *To listen to successful people in the society*

This program needs two teachers. A Guide teacher and another Public Relations Teacher

<i>Guide Teacher</i>	<i>Public Relations Teacher</i>
<ul style="list-style-type: none"> <li>• <i>Teaches topics from the book to the Youth</i></li> <li>• <i>Teaches public speaking</i></li> <li>• <i>Records the progress of the youth.</i></li> <li>• <i>Read PFI News</i></li> <li>• <i>Allow youth to share their achievements</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Invites Guest lectures who lead an example life in the society.</i></li> <li>• <i>Plans outdoor activities</i></li> <li>• <i>Submit the progress to PFI</i></li> </ul>

Syllabus

- 3 Speeches per Youth per Year
- 4 outdoor activities per Year with a Sponsor
- Lessons on Leadership and Values with Stories
- 3 Guest Lectures per Year
- 1 Fund raiser per Year
- 3 Values to practice



# PEOPLE FOR INDIA

## Lead with values...

### Contents

Schedule: A guide to teacher.....	10
Events by Quarter .....	10
Stories of Great Leaders.....	11
Sardar Vallabhbhai Patel.....	11
Abraham Lincoln Biography.....	14
Public Speaking.....	23
Worksheets.....	25
Speech 1 – The Ice Breaker.....	25
Speech Preparation for Ice Breaker .....	28
Evaluation Guide for “The Ice Breaker”.....	29
Speech 2 – Organize your speech.....	30
Speech Preparation for Organize your speech .....	34
Evaluation Guide for “Organize Your Speech” .....	35
Speech Techniques Illustrated.....	36
How to say it.....	36
Your body speaks.....	36
Vocal Variety.....	37
Research your topic.....	38
Visual Aids .....	38
Entertaining speech.....	39
Persuasive speech .....	39
Guest Lectures.....	1
Guest Lecture Worksheet.....	2
Values .....	3
Personal Values: .....	4
Good Citizen Values: .....	5
Actions: .....	5
Learning Paying taxes help our country: .....	5
Follow Traffic Rules .....	6
Environmental Values.....	8
Outdoor Ethics:.....	8



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Refuse, Reduce, Reuse, Recycle plastic: .....	8
Grow plants: .....	9
Save Energy: Saving Electricity is producing Electricity. ....	10
Save drinking water: .....	10
Outdoor Activities .....	11
Short stories on Leaders and their Values.....	2
Dictionary of Activities.....	5
Awareness .....	5
Government .....	6
Donations .....	6
Service.....	6
Education.....	6
Social Skills.....	7
Checklist.....	7
Activity Consent Form and Approval by Parents or Legal Guardian .....	1
HOLD HARMLESS AGREEMENT .....	1
Fund Raisers .....	2
Book Fair.....	2
Family Fun Day .....	2
School Spirit Wear.....	2
Selling Plants.....	2
Selling flags .....	2
Cultural day .....	2
Appendix .....	0
Progress Card: .....	0
Speech Topic Suggestions.....	0



# PEOPLE FOR INDIA

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### Schedule: A guide to teacher

#### Events by Quarter

Quarter	Program
First	<ul style="list-style-type: none"> <li>• 2 Stories of Great Leaders – Sardar Vallabhai Patel and Abraham Lincoln</li> <li>• 1 Guest Lecture – Invite a Scholar</li> <li>• Public speaking Introduction and Ice Breaker</li> <li>• Values Introduction. Personal values and Outdoor ethics</li> <li>• 1 Outdoor activity – Do Something for society (Refer Dictionary of activities)</li> </ul>
Second	<ul style="list-style-type: none"> <li>• Qualities of Great Leader</li> <li>• 1 Story of Great Leader – Abdul Kalam</li> <li>• Organize your speech</li> <li>• 1 Outdoor activity – Do Something for society (Refer Dictionary of activities)</li> <li>• 1 Guest Lecture – Invite a politician</li> <li>• Good Citizen Values</li> </ul>
Third	<ul style="list-style-type: none"> <li>• Speech Techniques Illustrated</li> <li>• 1 Outdoor activity – Do Something for society (Refer Dictionary of activities)</li> <li>• 1 Fund Raiser</li> <li>• 1 Guest Lecture – Invite a bureaucrat (Public Servant)</li> <li>• Environmental Values</li> <li>• Short Stories on Leaders and Their Values</li> </ul>
Fourth	<ul style="list-style-type: none"> <li>• 1 Outdoor activity – Do Something for society (Refer Dictionary of activities)</li> </ul>



## PEOPLE FOR INDIA

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### Stories of Great Leaders

#### Sardar Vallabhbhai Patel

(October 31, 1875 – December 15, 1950)

**Sardar Vallabhbhai Patel** the **iron-man of India** was born on 31<sup>st</sup> October, 1875, in a small village in **Nadiad**. His father **Jhaverbhai Patel** was a simple farmer and mother Laad Bai was a simple lady. From his childhood itself, Patel was a very hard-working individual. He used to help his father in farming and studied in a school at **N.K. High school, Petlad**. He passed his high-school examination in 1896. Throughout school he was a very wise and intelligent student. In spite of poor financial conditions his father decided to send him to college but Vallabhbhai refused. Around three years he stayed at home, worked hard and prepared for the District



Leader's examination, hence passing with very good percentage.

**Sardar Vallabhbhai Patel** is historical figure who moves you to tears.

Mostly these are tears of joy, for he achieved a thrilling Indian Utility. Yet some are tears of pity, for the Sardar suffered and sacrificed much.

*Sardar Patel* hated to work for anyone especially the Britishers. He was a person of independent nature. He started his own practice of law in a place called Godhara. Soon the practice flourished. He saved money,

made financial arrangement for the entire family. He got married to Jhaberaba. In 1904, he got a baby daughter Maniben, and in 1905 his son Dahya was born. He sent his elder brother to England for higher studies in law. In 1908, Vitthabhai returned as barrister and started practicing in Bombay. In 1909 his wife became seriously ill and was taken to Bombay for treatment Vallabhbhai had to go for the hearing of an urgent case and his wife died. He was stunned. He admitted his children in St. Mary's school Bombay, and he left for England. He became a barrister and returned to India in 1913.

The Swadeshi Movement was at its peak. **Gandhiji** gave a lecture at a place in Ahmedabad where Patel heard him and was very impressed and started actively participating in the freedom movement. The British government's atrocities were increasing. The government declared to confiscate all the lands of farmers. He forced the British government to amend the rules. He brought together the farmers and encouraged them and hence got the title of '**Sardar**' and thus became famous.



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The British government considered him as a threat and his lectures were considered anti-government and he was imprisoned several times. In 1942, he took part in the Quit India Movement under the leadership of Mahatma Gandhi. He was arrested along with other leaders and was sent to Ahmednagar jail. In spite of the British Rule, rulers of the small kingdoms were spending a lot of public money, and were having a nice time. **Sardar** Vallabhbhai opposed this.

With great wisdom and political foresight, he consolidated the small kingdoms. The public was with him. He tackled the Nizam of Hyderabad and the Nawab of Junagarh who initially did not want to join India. There were a lot of problems connected with the reunion of the numerous states into India. **Sardar Patel's** untiring efforts towards the unity of the country brought success. Due to the achievement of this massive task, **Sardar Patel** got the title of 'Iron Man'. He is one of the prestigious leaders of the world who became immortal by uniting a scattered nation without any bloodshed. His enthusiasm to work for the independent nation got a big jolt when **Gandhiji** was murdered. Patel was very attached to **Gandhiji** and considered him, his elder brother and teacher. He was encouraged by Mahatma Gandhi in all his work. **Gandhiji's** death left him broken. On 15<sup>th</sup> December, 1950 he died of a cardiac arrest. The news of his death spread all over the world. The entire nation plunged into deep sorrow, everyday life came to standstill. A grateful nation paid a tearful homage to its beloved leader. In 1991 the grateful nation conferred upon him the honour of **Bharat Ratna**.

This man of steel learnt early to be tough, for he was born as a middle child in a family of impoverished peasant proprietors. As Vallabhbhai would himself recall his parents' hopes seemed centered on the eldest two sons, Soma and Narsi, and their affection on the youngest two, Kashi and the only daughter, Dahiba. The ones in the middle, Vallabh and Vithal, were remembered last when clothes or sweets were to be distributed, and at once when a chore had to be done. The rough schools he went to as a boy, and the courts where he defended alleged criminals, also contributed to Vallabhbhai's mental muscle and stern appearance. Yet this tough man smiled at the world and at gloomy moments helped others to laugh. Also, he did not hesitate to step aside for another – for his older brother Vithal when the latter wanted to use his passport and ticket to London, and, years later, for Jawaharlal Nehru, when Mahatma Gandhi desired that Nehru should sit in chair

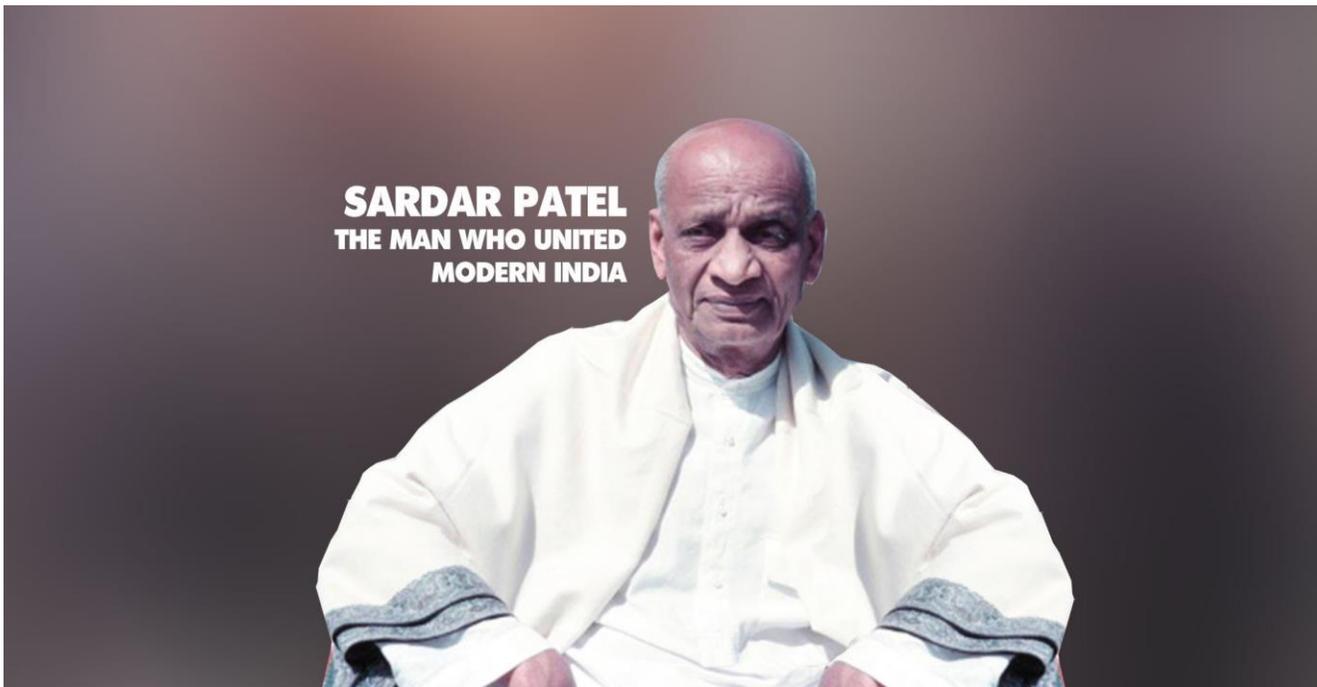


## PEOPLE FOR INDIA Lead with values...

to which **Patel** seemed entitled. And this strong man before whom rajas and maharajas trembled, and to whom rich men gave large funds for India's national movement, did not allow a rupee to stick to his fingers, and he saw to it that his children, a son and a daughter, lived simple lives during and after their father's lifetime.

His strength of character, the sharpness of his mind, his organizing skills, and all his energy were offered up for achieving the freedom of India under Gandhi's leadership, and after independence for India's consolidation.

We admire a man who rises to a political or financial peak, but are moved by one whose sole purpose in life is the strength and wellbeing of his compatriots. And we moved even more when we discover that next to the steel in his soul is tenderness for colleagues and a readiness to accept whatever results God ordains. In successive phases of his life, **Vallabhbhai Patel** showed the defiance of the oppressed, a trail lawyer's brilliance, the daring to give up a flourishing career, the discipline of a soldier in freedom's battles, the strategies of a General, indifference as a prisoner of the Raj, the generosity of the strong, the firmness of a patriot, and the farsightedness of a statesman. If times are depressing or daunting, **Sardar Patel** reminds us of India's and Indian's potential. When times are good, we can think of him with glad gratitude.





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### **Abraham Lincoln Biography**

#### **Civil Rights Activist, Lawyer, U.S. Representative, U.S. President (1809–1865)**

Abraham Lincoln was the 16th president of the United States. He preserved the Union during the U.S. Civil War and brought about the emancipation of slaves.

#### **Synopsis**

Abraham Lincoln is regarded as one of America's greatest heroes due to both his incredible impact on the nation and his unique appeal. His is a remarkable story of the rise from humble beginnings to achieve the highest office in the land; then, a sudden and tragic death at a time when his country needed him most to complete the great task remaining before the nation. Lincoln's distinctively human and humane personality and historical role as savior of the Union and emancipator of the slaves creates a legacy that endures. His eloquence of democracy and his insistence that the Union was worth saving embody the ideals of self-government that all nations strive to achieve.

#### **Childhood**

Abraham Lincoln was born in a log cabin in Hardin County, Kentucky to Thomas Lincoln and Nancy Hanks Lincoln. Thomas was a strong and determined pioneer who found a moderate level of prosperity and was well respected in the community. The couple had two other children: Abraham's older sister Sarah and younger brother Thomas, who died in infancy. Due to a land dispute, the Lincolns were forced to move from Kentucky to Perry County, Indiana in 1817, where the family "squatted" on public land to scrap out a living in a crude shelter, hunting game and farming a small plot. Thomas was eventually able to buy the land.

When young Abraham was 9 years old his mother died of tremetol (milk sickness) at age 34 and the event was devastating on him. The 9-year-old Abraham grew more alienated from his father and quietly resented the hard work placed on him at an early age. A few months after Nancy's death, Thomas married Sarah Bush Johnston, a Kentucky widow with three children of her own. She was a strong and affectionate woman with whom Abraham quickly bonded. Though both his parents were most likely illiterate, Sarah encouraged Abraham to read. It was while growing into manhood that he received his formal education—an estimated total of 18 months—a few days or weeks at a time. Reading material was in short supply in the Indiana wilderness. Neighbors recalled how Abraham would walk for miles to borrow a book. He undoubtedly read the



## **PEOPLE FOR INDIA**

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family Bible and probably other popular books at that time such as Robinson Crusoe, Pilgrims Progress and Aesop's Fables.

#### **Law Career**

In March, 1830, the family again migrated, this time to Macon County, Illinois. When his father moved the family again to Coles County, 22-year-old Abraham Lincoln struck out on his own, making a living in manual labor. At six feet four inches tall, Lincoln was rawboned and lanky, but muscular and physically strong. He spoke with a backwoods twang and walked with a long-striding gait. He was known for his skill in wielding an ax and early on made a living splitting wood for fire and rail fencing. Young Lincoln eventually migrated to the small community of New Salem, Illinois where over a period of years he worked as a shopkeeper, postmaster, and eventually general store owner. It was here that Lincoln, working with the public, acquired social skills and honed story-telling talent that made him popular with the locals. When the Black Hawk War broke out in 1832 between the United States and Native Americans, the volunteers in the area elected Lincoln to be their captain. He saw no combat during this time, save for "a good many bloody struggles with the mosquitoes," but was able to make several important political connections.

After the Black Hawk War, Abraham Lincoln began his political career and was elected to the Illinois state legislature in 1834 as a member of the Whig Party. He supported the Whig politics of government-sponsored infrastructure and protective tariffs. This political understanding led him to formulate his early views on slavery, not so much as a moral wrong, but as an impediment to economic development. It was around this time that he decided to become a lawyer, teaching himself the law by reading William Blackstone's Commentaries on the Laws of England. After being admitted to the bar in 1837, he moved to Springfield, Illinois and began to practice in the John T. Stuart law firm.

It was soon after this that he purportedly met and became romantically involved with Anne Rutledge. Before they had a chance to be engaged, a wave of typhoid fever came over New Salem and Anne died at age 22. Her death was said to have left Lincoln severely depressed. However, several historians disagree on the extent of Lincoln's relationship with Rutledge and his level of sorrow at her death may be more the makings of legend.

In 1844, Abraham Lincoln partnered with William Herndon in the practice of law. Though the two had different jurisprudential styles, they developed a close professional and personal relationship. Lincoln made a



## **PEOPLE FOR INDIA**

### **Lead with values...**

good living in his early years as a lawyer, but found that Springfield alone didn't offer enough work, so to supplement his income, he followed the court as it made its rounds on the circuit to the various county seats in Illinois.

#### **Entering Politics**

Abraham Lincoln served a single term in the U.S. House of Representatives from 1847 to 1849. His foray into national politics seems to be as unremarkable as it was brief. He was the lone Whig from the state of Illinois, showing party loyalty, but finding few political allies. He used his term in office to speak out against the Mexican-American War and supported Zachary Taylor for president in 1848. His criticism of the war made him unpopular back home and he decided not to run for second term, but instead returned Springfield to practice law.

By the 1850s, the railroad industry was moving west and Illinois found itself becoming a major hub for various companies. Abraham Lincoln served as a lobbyist for the Illinois Central Railroad as its company attorney. Success in several court cases brought other business clients as well—banks, insurance companies and manufacturing firms. Lincoln also did some criminal trials. In one case, a witness claimed that he could identify Lincoln's client who was accused of murder, because of the intense light from a full moon. Lincoln referred to an almanac and proved that the night in question had been too dark for the witness to see anything clearly. His client was acquitted.

About a year after the death of Anne Rutledge, Lincoln courted Mary Owens. The two saw each other for a few months and marriage was considered. But in time Lincoln called off the match. In 1840, Lincoln became engaged to Mary Todd, a high spirited, well educated woman from a distinguished Kentucky family. In the beginning, many of the couple's friends and family couldn't understand Mary's attraction, and at times Lincoln questioned it himself. However, in 1841, the engagement was suddenly broken off, most likely at Lincoln's initiative. They met later, at a social function and eventually married on November 4, 1842. The couple had four children, of which only one, Robert, survived to adulthood.

#### **Elected President**

In 1854, Congress passed the Kansas-Nebraska Act, which repealed the Missouri Compromise, and allowed individual states and territories to decide for themselves whether to allow slavery. The law provoked violent



## **PEOPLE FOR INDIA**

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opposition in Kansas and Illinois. And it gave rise to the Republican Party. This awakened Abraham Lincoln's political zeal once again, and his views on slavery moved more toward moral indignation. Lincoln joined the Republican Party in 1856.

In 1857, the Supreme Court issued its controversial decision *Scott v. Sanford*, declaring African Americans were not citizens and had no inherent rights. Though Abraham Lincoln felt African Americans were not equal to whites, he believed the America's founders intended that all men were created with certain inalienable rights. Lincoln decided to challenge sitting U.S. Senator Stephen Douglas for his seat. In his nomination acceptance speech, he criticized Douglas, the Supreme Court, and President Buchanan for promoting slavery and declared "a house divided cannot stand."

The 1858 Senate campaign featured seven debates held in different cities all over Illinois. The two candidates didn't disappoint the public, giving stirring debates on issues ranging from states' rights to western expansion, but the central issue in all the debates was slavery. Newspapers intensely covered the debates, often times with partisan editing and interpretation. In the end, the state legislature elected Douglas, but the exposure vaulted Lincoln into national politics.

In 1860, political operatives in Illinois organized a campaign to support Lincoln for the presidency. On May 18th at the Republican National Convention in Chicago, Abraham Lincoln surpassed better known candidates such as William Seward of New York and Salmon P. Chase of Ohio. Lincoln's nomination was due in part to his moderate views on slavery, his support for improving the national infrastructure, and the protective tariff. In the general election, Lincoln faced his friend and rival, Stephen Douglas, this time besting him in a four-way race that included John C. Breckinridge of the Northern Democrats and John Bell of the Constitution Party. Lincoln received not quite 40 percent of the popular vote, but carried 180 of 303 Electoral votes.

Abraham Lincoln selected a strong cabinet composed of many of his political rivals, including William Seward, Salmon P. Chase, Edward Bates and Edwin Stanton. Formed out the adage "Hold your friends close and your enemies closer," Lincoln's Cabinet became one of his strongest assets in his first term in office... and he would need them. Before his inauguration in March, 1861, seven Southern states had seceded from the Union and by April the U.S. military installation Fort Sumter, was under siege in Charleston Harbor, South Carolina. In the



## **PEOPLE FOR INDIA**

### **Lead with values...**

early morning hours of April 12, 1861, the guns stationed to protect the harbor blazed toward the fort signaling the start of America's costliest and most deadly conflict.

#### **Civil War**

Abraham Lincoln responded to the crisis wielding powers as no other president before him. He distributed \$2 million from the Treasury for war material without an appropriation from Congress; he called for 75,000 volunteers into military service without a declaration of war; and he suspended the writ of habeas corpus, arresting and imprisoning suspected Confederate sympathizers without a warrant. Crushing the rebellion would be difficult under any circumstances, but the Civil War, with its preceding decades of white-hot partisan politics, was especially onerous. From all directions, Lincoln faced disparagement and defiance. He was often at odds with his generals, his Cabinet, his party and a majority of the American people.

The Union Army's first year and a half of battlefield defeats made it especially difficult to keep morale up and support strong for a reunification the nation. With the hopeful, but by no means conclusive Union victory at Antietam on September 22, 1862, Abraham felt confident enough to reshape the cause of the war from "union" to abolishing slavery. He issued the Emancipation Proclamation on January 1, 1863, which stated that all individuals who were held as slaves "henceforward shall be free."

Gradually, the war effort improved for the North, though more by attrition than by brilliant military victories. But by 1864, the Confederacy had hunkered down to a guerilla war and Lincoln was convinced he'd be a one-term president. His nemesis, George B. McClellan, the former commander of the Army of the Potomac, challenged him for the presidency, but the contest wasn't even close. Lincoln received 55 percent of the popular vote and 212 of 243 Electoral votes. On April 9, 1865, General Robert E. Lee, commander of the Army of Virginia, surrendered his forces to Union General Ulysses S. Grant and the war for all intents and purposes was over.

#### **Assassination**

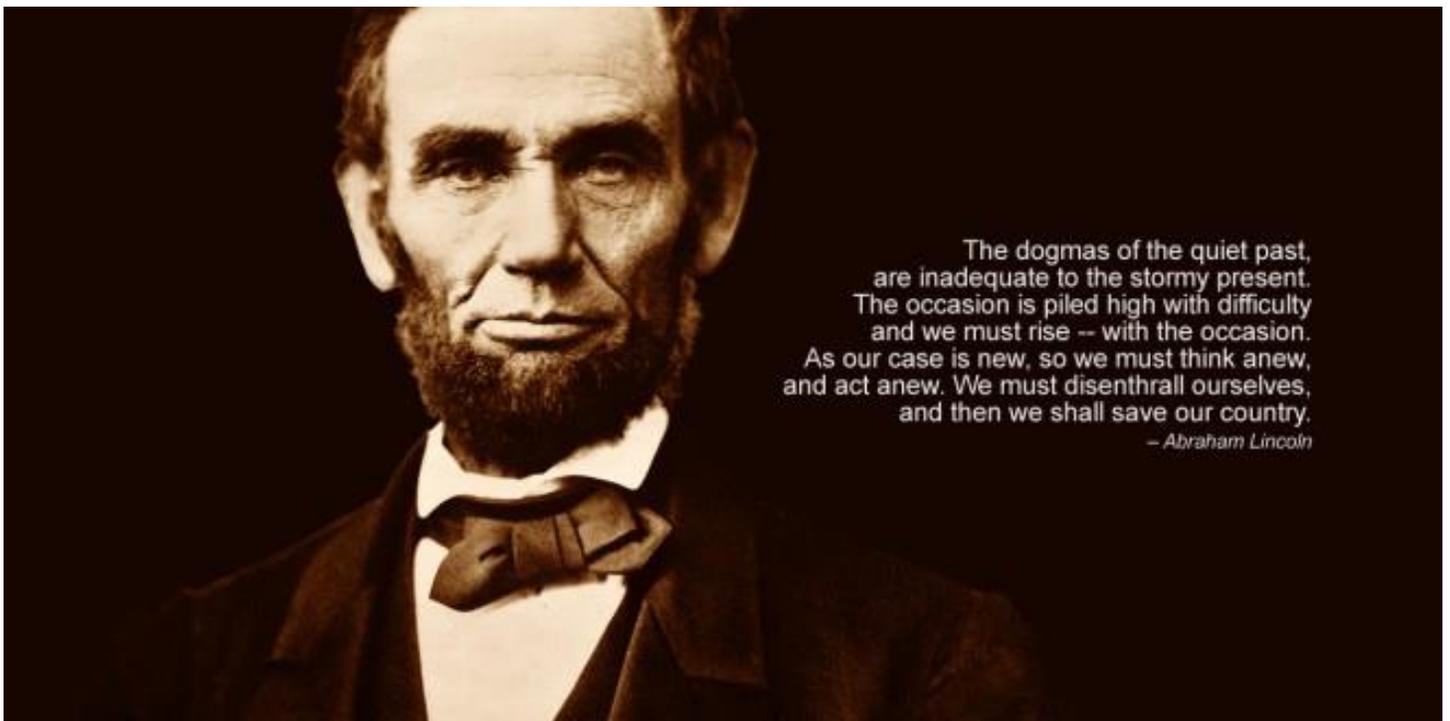
Reconstruction began during the war as early as 1863 in areas firmly under Union military control. Abraham Lincoln favored a policy of quick reunification with a minimum of retribution. But he was confronted by a radical group of Republicans in the Senate and House that wanted complete allegiance and repentance from former Confederates. Before a political battle had a chance to firmly develop, Lincoln was assassinated on



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April 14, 1865, by well-known actor and Confederate sympathizer John Wilkes Booth at Ford's Theater in Washington, D.C. Lincoln was taken from the theater to a Petersen House across the street and laid in a coma for nine hours before dying the next morning. His body lay in state at the Capitol before a funeral train took him back to his final resting place in Springfield, Illinois.





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### **A. P. J. Abdul Kalam** (October 15, 1931)

#### **Introduction:**

Avul Pakir Jainulabdeen Abdul Kalam usually referred as **A. P. J. Abdul Kalam** was the 11th President of India for the term 2002 to 2007. Popularly known as the People's President he is the chief brain behind India's attainment of the nuclear status in the global arena and is known as the '**Missile Man of India**' for his work on development of ballistic missiles and space rocket technology.

Dr. Kalam is one of the most distinguished scientists of India with the unique honour of receiving honorary doctorates from 40 universities and institutions. He has been awarded the coveted civilian awards - Padma Bhushan (1981), Padma Vibhushan (1990) and the highest civilian award Bharat Ratna (1997).

**"If you dream and aim in life, gain and acquire knowledge and do hard work, defeat the problem then you will succeed"**

#### **Achievements:**

Scientific achievements - Architect of India's Integrated Guided Missile Development Program, he is a great scientist whose contributions lead to development of India's first indigenous Satellite Launch Vehicle ( SLV-III ) and its successful injection in Rohini satellite in the orbit in July 1980. In a period of 14 years, he introduced a series of new projects like Prithvi, Akash, Agni, Nag and Trishul. He also completed the long pending project, Arjun. It was due to his valuable efforts that India is an exclusive member of Space Club.

Presidential achievements - In the year 2002, Dr. Kalam was elected as the President of India. Directing & guiding a team of 7000 researchers and scientists at 50 laboratories of the Defense Research and Development Organization, he raised India par mighty nations like US, UK and China in the field of modern warfare. He dreamt of making the country self reliant in the military warfare by 2005 AD and never stopped due to any obstacles, be it lack of funds or cooperation.

Literary achievements - Dr. Kalam is a prominent writer with books like '**Wings of fire** ', '**India 2020 – A vision for the new millennium** ', '**My journey** ' and '**Ignited minds - Unleashing the power within India** ' having gained popular acclaim and language translations.

#### **Childhood:**

Dr. Kalam was born on October 15, 1931 in Rameshwaram now Tamil Nadu in a humble background. His father, Jainaluddin was a boatman, who earned very little due to which they had to face utter hardship. He exhibited intellectual brilliance since the early days. Brought up in a middle class family, he faced numerous hardships but despite all grew up to be the first citizen, the President of India and is also the honorary recipient of the highest civilian '**Bharat Ratna** ' award.



## PEOPLE FOR INDIA

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His father wasn't educated, but he wanted Kalam to study. Kalam would get up at 4 am, bathe, and then go for his mathematics class, which was taught by a teacher who took only five students in the whole session; and bathing before class was a condition he had laid to all his students. After his morning class, Kalam along with his cousin Samsuddin went around town distributing the newspaper. As the town had no electricity, kerosene lamps were lit at his home between 7 pm and 9 pm. But because Kalam studied until 11, his mother would save some for him for later use. Kalam's day would start at four in the morning and end at 11 pm.

#### **Education & Career:**

Being a bright student, Kalam always had the support of his school teachers. Schwarz High School's Iyadurai Solomon often told Kalam that if he truly, intensely desired something, he would get it. "This made me fearless," said Dr Kalam. And outside school, Ahmed Jallaluddin, who later became his brother-in-law, and Samsuddin, encouraged Kalam to appreciate nature's wonders. So at once, while growing up, he was exposed to a religious and a practical way of looking at the world.

The flight of birds had fascinated him since he was a boy, but it was years later he realised that he wanted to fly aircrafts. After finishing school, he took up Physics at St Joseph's College, Trichi, but towards the end he was dissatisfied. When he discovered aeronautical engineering, he regretted having lost three precious years. But he was glad to have discovered Leo Tolstoy, Thomas Hardy and F Scott Fitzgerald and other English poets in his college years.

At Madras Institute of Technology (MIT), Chennai, where Kalam studied aeronautics, he learnt an important lesson: the value of time. He was leading a project on system design, when one day the principal walked into the class to see his work. He appeared dissatisfied and told Kalam that he wanted the project finished in the next two days; else his scholarship aid would be withdrawn. That unsettled Kalam; years of his father's hardships would come to naught. Kalam worked without food and sleep. On the last day, his professor came to check on his progress. He was impressed and said: "I was putting you under stress and asking you to meet a difficult deadline," recounted Dr Kalam.

When Dr Kalam's first major project SLV 3-failed the first time he was almost shattered. Also, around this time, Kalam's childhood mentor, Jallaluddin, died. "A part of me too passed away..." said Dr Kalam. But he never thought of quitting after SLV-3. "I knew that for success, we have to work hard and persevere." And so, SLV-3 was launched again, this time with success. He drew strength from philosophy, religion and literature to tide by his professional setbacks; also a life with few companions. In time, he also learnt to deal with professional jealousy and uncooperative team members.

Kalam played a pivotal organisational, technical and political role in India's Pokhran-II nuclear test in 1998, the first since the original nuclear test by India in 1974. He is chancellor of Indian Institute of Space Science and Technology (Thiruvananthapuram), a professor at Anna University (Chennai) and adjunct/visiting faculty at many other academic and research institutions across India.



## PEOPLE FOR INDIA Lead with values...

Success followed Dr Kalam. Prithvi, Agni, Akash, Trishul and Nag missiles were huge successes. He was awarded the Padma Bhushan and Bharat Ratna, and then he became the President of India; one of the few presidents who have touched the hearts of so many poor children in the country. Because he also came from a poor background, he knew the power of education in changing one's future.

Dr. Kalam is currently the chancellor of Indian Institute of Space Science and Technology, a professor at Anna University (Chennai), a visiting professor at Indian Institute of Management Ahmedabad, Indian Institute of Management Indore, and an adjunct-visiting faculty at many other academic and research institutions across India. In 2011, Dr. Kalam launched his mission called the 'What Can I Give' movement.

Dr. Kalam was conferred with the degree of Doctor of Science by twenty eight universities. He is the recipient of several awards including the National Design Award. Dr. Biren Roy Space Award; Prof. Y Nayudamma Memorial Gold Medal (1996): GM Modi Award for Science (1996) : R K Firodia Award for Excellence in S&T (1996) : Veer Savarkar Award (1998) : and Indira Gandhi Award for National integration (1997).

His four books-"**Wings of Fire**", "**India 2020 - A Vision for the New Millennium**", "**My journey**" and "**Ignited Minds - Unleashing the power within India**" has become a household name in India and as well as abroad and has been translated in many Indian languages.

In his book '**India 2020**', Kalam has strongly voiced his opinion to transform India into a knowledge superpower and a developed nation by the year 2020. He regards his work on India's nuclear weapons programme as a way to assert its place as a future superpower.





**PEOPLE FOR INDIA**  
**Lead with values...**

## Public Speaking



One of the important leadership qualities is how best you can address the public? This shall help the leader to communicate with large audience and be successful to bring in the change that is intended for.

People elect their leaders who express themselves clearly and confidently, and are persuasive and comfortable communicating with a wide range of people.

Most schools and universities don't offer this type of training. PFI does and through this program "Lead with Values", youth shall learn how to formulate, express and sell their ideas, be confident. Youth will improve their ability to listen and evaluate other's ideas, and learn leadership skills along the way.

### HOW IT WORKS

Guide teacher shall teach "Public Speaking" to the youth based on the syllabus and tactics illustrated in this book. These incepts are taken from nonprofit social service organization "Toastmasters International" which is leading movement devoted to making effective oral communication a worldwide reality.

Learning takes place in the classroom, this book for Level 1 where first year any youth works on 3 speeches per year. The speeches will be evaluated by the Guide teacher as per the worksheets provided.

Every speech builds upon what they have learned in the preceding speech in numerical order. Youth will begin with "The Ice Breaker" speech. Since it will be first speech, it will be based on easy subject – TELL ABOUT YOURSELF. In subsequent speeches, they will work on Organization, Speech purpose, proper word usage, body language and vocal variety. They will learn how to do research, use visual aids, speak persuasively and inspire others.

Most of the talks will be only five to seven minutes long. This gives you enough time to develop the topic and speak on it. They will learn to speak with confidence, clarity, persuasiveness and enthusiasm.



## PEOPLE FOR INDIA

### Lead with values...

Teacher will evaluate verbally and writes the feedback on every speech youth gives. The teacher provides personal opinion of the Youth's talk, pointing out its strengths and offering suggestions for improving your next speech. Evaluations have one purpose; to help them become a more effective speaker.

#### The Rewards are Many

Not only will youth learn speaking and leadership skills, PFI will recognize their efforts. Once they have completed all the projects in this book, they will receive awards.

#### Time

One of the lessons to be practiced in speech training is that of expressing a thought within specific time. Teacher with the help of one youth, need to keep track of time and that youth can be designated as TIMER for the day.

Timer holds three cards – Green, Yellow and Red which designates an event in the speech. Timer sits in the last bench so his/her actions can only be observed by Speaker, but not the audience. This minimizes the distraction to audience. Timer starts counting the time when speaker utters first word of speech or expresses first sign to the audience through an action.

Green can be shown to the speaker to indicate that speaker has accomplished minimum time of speech and is qualified for that speech. Speaker is awarded and considered to complete that speech number.

Yellow indicates that speaker need to start concluding the speech with closing remarks, take away points for the audience.

Red indicates to stop the speech and after 30 seconds from the time a Red card is shown to the speaker, he/she is disqualified. Speaking over time makes audience rest less and may ruin the respect, also may make audience boring. It may produce negative effects of speech.

An example is presented in the following table to designate the event by Timer.

Speech	Green Card	Yellow	Red
4 to 6 Mins	4 Mins	5 Mins	6 Mins

#### One last thought

This program will work, but it works only if youth prepares carefully, teacher guides efficiently and actively participates. They will experience the benefits in all aspects of their life.



# PEOPLE FOR INDIA

## Lead with values...

### Worksheets

Each speech is evaluated and recorded using a worksheet provided. Such worksheet is prepared specific to the speech and when recorded provides helpful tips to surpass the particular skill that is developed or intended for.

The following are three speeches for Level 1.

1. The Ice Breaker
2. Organize Your Speech
3. Get to the Point.

#### Speech 1 – The Ice Breaker

This is the opportunity to give youth first prepared talk and “break the ice”. The best way to begin their speaking experience is talk about a familiar subject – Yourself. Of course, this subject is too broad for a short four-to-six minute presentation. Youth must narrow it by selecting three or four interesting aspects of their life that will give their fellow friends insight and understanding them as an individual. These might include birthplace, education or family. Youth could explain how they came to be in present school and tell the audience something about their ambitions. Or they could explain the effect an incident from their life. They can speak donned hats as they talk about their life. They can wear Chauffeur’s hat as they talk about driving to school, doing activities, a fireman’s hat as they discuss the crises or “fires” they encountered daily at their work and chef’s hat as they tell about cooking.

Once they have highlights their talk in mind, weave them into a story, just as if they were telling it to friends around the dinner table. Share significant personal experiences. The more they talk, the warmer the relationship will be between them and the audience.

#### Opening, Body and Conclusion

Like any good story, their talk needs a clear beginning and ending. Create an interesting opening sentence that captures the audience’s attention. Memorize it, if necessary, and use it even if a better idea occurs to them just before they speak. Then devise a good closing and memorize it, too.

A memorized beginning and ending enable them to start and finish their talk with confidence and ease. In any speech, it is best to select a few main points (three or four at the most) and emphasize them by using examples, stories or anecdotes. If they merely state a fact and then continue, most of their audience will miss the point. They should make a



## **PEOPLE FOR INDIA**

### **Lead with values...**

point, say it again in different words, illustrate the point, and then state it once more in order to be clearly understood. This is a good skill to learn. Choose your points and illustrations carefully. Too much information may overwhelm the audience.

If they think they will need notes, ask them to write a brief speech outline on note cards, which they can place on the lectern. Refer to them only when they need them. Remember, they are speaking, not reading. Many speakers begin by writing out an entire speech, then breaking it into parts, with a key word for each part, and finally writing just the key words on one note card.

#### **Preparing themselves**

Now the talk is ready, but are they ready to present it? Practice the talk until they are comfortable with it. They won't need to memorize the body of the talk, since they already know all about the subject. As mentioned earlier, they should memorize the opening and conclusion.

Present the talk to a family member, a friend or their mentor. Ask for comments. They may give some helpful suggestions. If they have a tape recorder, record the talk and listen to it carefully, making any necessary improvements. Using a tape recorder is one of the best ways to improving their speaking ability.

Instead of thinking of this presentation as "making a speech", think of it as a talk before a group of friends, sharing information of interest. Don't be afraid of the audience. Audience have already experienced the same feelings they are having. They want you to succeed and they're eager to help them.

Appearance is important. Be well-groomed and appropriately dressed for the presentation. When they look right, they feel good about their self. They will then forget about their appearance and concentrate on their talk. They will have increased confidence because they know they have made a good first impression with the audience.

#### **Presenting the talk**

Once they have prepared and practiced the talk, relax. Nervousness is common to every speaker, no matter how experienced. In fact, they can put this nervous energy to work for them by using it to add excitement to their delivery. No one is going to notice a little quavering in your voice, and it will soon disappear anyway as they become involved with what they are saying.

While being introduced, ask them to take a deep breath and slowly exhale. This will help their voice sound resonant and natural. Begin by facing the audience and saying, "Respected sir/teacher", then face the audience, first looking directly at one person for a few seconds, then looking at another, so people feel included in their talk. As you do this, glance



## **PEOPLE FOR INDIA**

### **Lead with values...**

periodically at the timer. If the red light comes on while they are talking, move smoothly, ask them to move to their conclusion and finish quickly. Observe time limits whenever they speak.

Ask them not to worry about what to do with their hands. Leave them at their sides if it makes them more comfortable. They will have opportunities to practice “body language” later.

Ask them to finish their memorized conclusion. Some speakers say “thank you” at the very end to signal to the audience that they are finished, but this is not necessary. Instead, after they say their conclusion words, ask them to nod to the teacher that they are done.

#### **Evaluation**

After they finish, teacher probably begin evaluating. Youth can just congratulate themselves on having delivered their first speech, and then ask them to write down the things that they did well and the things they want to improve to make their next speech even better. Ask your audience/friends after the speech, all their comments.

Teacher is provided with evaluation worksheet, which is different for different speeches.

Teacher also learns some leadership skills and evaluation gives an opportunity to practice such leadership skills as listening, critical thinking, feedback and motivation. When evaluating speaker, your purpose is to help the speaker become less self-conscious and a better speaker. When evaluating a leader, your purpose is to help the leader become confident and more effective and able to lead a team to achieve goals. You should be aware of the youth’s skill levels, habits and mannerisms, as well as his/her progress to date. Your overall evaluation should be encouraging and motivating the speaker or leader to improve.



## **PEOPLE FOR INDIA**

### **Lead with values...**

Distribute this to Students and ask them to prepare for the speech

### **Speech Preparation for Ice Breaker**

For your first speech project, you will introduce yourself to your fellow club members and given them some information about your background, interests and ambitions. Practice giving your speech to friends or family members, and strive to make eye contact with some of your audience. You may use notes during your speech if you wish. Read the entire project before preparing your talk.

#### **Objective**

- To begin speaking before an audience.
- To discover speaking skills you already have and skills that need some attention

Time: Four to Six minutes.

#### **Concept of Time**

Three cards will be shown by the time keeper at different times:

Green: Four Minutes – To tell you that you have met minimum time to speak.

Yellow: Five Minutes -- To let you know that it's time to wrap up the speech with strong conclusion.

Red: Six Minutes – To let you know that it's time to stop your speech.

#### **SPEAKER'S CHECKLIST:**

- Review your presentation with your teacher.
- Discuss any special points with your teacher before giving the speech.
- Ask your teacher to fill evaluation form after you speak, so teacher can make written comments on your performance.
- Do not be discouraged if your teacher "missed the point". Teacher has varying degrees of experience in speaking, and evaluation is a "learn by doing" skill, just as speaking is.



**PEOPLE FOR INDIA**  
**Lead with values...**

### Evaluation Guide for "The Ice Breaker"

Title of the speech \_\_\_\_\_ Name of the Student \_\_\_\_\_

Evaluator \_\_\_\_\_ Date \_\_\_\_\_

*Note to Teacher: In this speech the new speaker is to introduce himself/herself to the audience and being speaking before an audience. The speech should have a clear beginning, body and ending. The speaker has been advised to use notes if necessary and not to be concerned with body language. Be encouraging and point out the speaker's strong points while gently and kindly mentioning areas that could be improved. Strive to have the speaker look forward to giving another speech. Evaluation should help the speaker feel glad about giving the speech. In addition to your verbal evaluation, please write answers to the questions below and record them in a file.*

1. What strong points does the speaker already have?
2. How well did the audience get to know the speaker?
3. Did the speech reflect adequate preparation?
4. Did the speaker talk clearly and audibly?
5. Did the speaker speech have definite opening, body and conclusion?
6. Please comment on the speaker's use of notes
7. What could the speaker have done differently that would have improved the speech?
8. What did you like about the presentation?



## PEOPLE FOR INDIA

### Lead with values...

#### Speech 2 – Organize your speech

Youth have delivered their first prepared speech. Now ready to concentrate on structuring an effective speech. As a speaker, their role is to tell others about your ideas and occasionally persuade them to take some action. Audience will be more receptive to the efforts if youth take the time to assemble their thoughts in a logical manner. Well-organized speeches have several benefits for the audience. They are

- **Easier to understand:** Audience wants to know what the speech is about and the point youth is trying to make. A well-organized speech helps them do so.
- **Easier to remember:** A well-organized speech enables the audience to better identify and remember the points made in the speech.
- **More Credible:** Speakers who take the time to carefully organize their presentations are perceived as more knowledgeable and believable than those who give rambling, disjointed speeches.
- **More enjoyable:** Audiences appreciate presentations that are thoughtfully crafted and lead them step by step from the beginning to the end.

Organizing the speech helps the speaker too. When youth plans the points they want to make the order in which they want to present them, they will be less likely to forget anything and presentation will be more effective.

#### Select your topic

Youth first step in creating the speech is to decide what to talk about. Novice speakers sometimes find this difficult. The world is full of possible speech topics. Youth challenge is to select the best one for them and audience.

- Finding a topic does not require special ability or long hours of research or thought. Consider, for example:
- Discussions they have recently with friends or teachers or relatives.
- Magazine or newspaper articles that attract their interest.
- Youth expertise on certain topics – real estate, writing, personal computers, politics, awareness, sports, science etc...
- Everyday experiences – shopping, commuting, family, relationships.

Any of these can generate speech ideas.

Eventually, as youth become a more experienced speaker, they will encounter situations that will cause them to think. “That would make a good speech topic.” Ask them to write them these ideas and file them. They can refer to them later. They will find more tips on selecting speech topics in the appendix.

Be sure the topic is not too broad, For example, instead of talking about sports – a general topic – narrow the subject to children’s sports or, more specific still, children’s gymnastics. Remember, they will be speaking for only a few minutes, and they will need all of that time to fully develop a single facet of the larger subject. Be sure their topic is timely and relevant to the audience.

Once they know their topic, determine the point they want to make. If the topic is sports, for example, do they want to convince listeners that adults are making sports too competitive? Do they want to entertain their audience with funny stories about their cricket team?

#### Make an outline

The next step in preparing their speech is to logically assemble their ideas into a sequence that will help they achieve their objective. There is no “best” way to organize their speech. There are several different ways to organize, and the method they choose often depends on the topic they select and their objective.

**Chronological:** The topic is arranged by time. For example, in a speech about their town’s upcoming celebration, they would begin with details about its founding followed by information about its growth over the years, then its current status. Or their speech could describe steps in a process, such as speech about the five steps in making a career change:



## PEOPLE FOR INDIA

### Lead with values...

**Spatial:** The type of speech follows a direction. For example, in a speech about planning a flower garden, first discuss low-growing flowers appropriate for the front of a garden, followed by slightly taller flowers suitable for the center of the garden, then taller flowers appropriate for the rear of the garden.

**Casual:** This type of speech shows cause/effect relationships. Often the effect is discussed first, then the cause. A speech about hurricanes that describes how a hurricane is formed and its destructiveness first this organizational pattern.

**Comparative:** Compare and contrast different proposals or plans, usually to persuade the audience that one plan or proposal is better. For example, in a presentation to your school, they could compare and contrast two different subjects, convince one subject is interesting to you.

**Topical:** This speech splits the main topic into subtopics. For example, a speech about changing radio programming could address three different types of programming: music, news and talk shows.

**Problem-solution:** Present a problem that needs to be solved and a solution to that problem. This type of organization is effective if they are trying to motivate their audience to take some kind of action. For example, a speech describing the effect of water pollution on people and the environment fits this organizational pattern, provided it lists sources of water pollution in your town and describes what can be done to stop it.

Develop the opening

In project 1, they learned that every speech has an opening, body and conclusion.

The opening should immediately catch the audience's attention and tell the audience what you will be talking about.

Examples of a good opening are:

- A startling question or a challenging statement
- An appropriate quotation, illustration or story
- A display of some object or picture
- An attention-getting generalization that ites in with your subject

Avoid these weak openings:

- An apologetic statement
- A story or joke that does not relate to your topic
- A common place observation delivered in a common place manner
- A long or slow-moving statement or story
- A trite question, such as "Did you ever stop to think?"

### Draft the Body

The body is the main part of your speech and consists of the facts or ideas they want to present. The amount of information they include in the body will be limited by the amount of time available to them and how much the audience can remember. Most listeners will remember only three to five main facts or ideas. For a five-to seven-minute talk, three facts or ideas are plenty.

What facts or ideas do they want to convey? They may find it helpful to write down all of those related to their topic on small note cards, using one card per idea or fact and done sentence per idea or fact. Then select the three best or most important facts or ideas. These will be the main facts or ideas you will present. Arrange them in the order that will most effectively present their message.

For example if they are writing a speech about the benefits of eating fruits and vegetables, the three main points they could select are:

1. Eating fruits and vegetables provides nutrients their body need stop function.
2. Eating fruits and vegetables protects against the effects of aging.
3. Eating fruits and vegetables reduces the risk of cancer and heart disease.

The next step in developing the body of their speech is to elaborate on each main point with sub points. A sub point clarifies, emphasizes or proves the idea or fact it supports. Subpoints make the speech more interesting and help



## PEOPLE FOR INDIA

### Lead with values...

listeners remember the main point of idea. For example, a sub point for point number one above could be: "They contain carbohydrates, proteins and fats the body uses to generate energy or build cells."

Supporting material then follows each sub point. Supporting material can include:

- Statistics: These are numerical ways of conveying information about incidents, data and events.
- Testimony: These are quotes or opinions from people with expertise on the matter.
- Examples, stories or anecdotes: These usually relate an event that happened to you or someone you know, or someone they have read about.
- Visual aids: These could be diagrams, charts, pictures, models or other objects.
- Facts: Facts are verifiable information.

Whichever support method they choose, make sure it is relevant to the point they are making.

### The Conclusion

The conclusion is their final opportunity to convey their message and main points in a manner that will help the audience remember them. It should reinforce their ideas and leave listeners with a lasting impression. If they were informing the listeners, they could conclude with a summary of the ideas presented in the body of the speech. If they were persuading or motivating the audience to take some action, they could suggest a course of action listeners could take. They could then conclude with a final remark, such as a challenge, question, anecdote or quotation.

Occasionally, as they deliver the conclusion, they may remember something they forgot to say earlier. Resist the temptation to talk about it now. Introducing new material in the closing may confuse the audience. Also, do not apologize for anything they may or may not have done or said during their talk. Finish forcefully and confidently.

Sample speech outline:

Following is an outline for a speech containing three main points:

- A. Opening
  1. Captures audience attention
  2. Leads into speech topic
- B. Body
  1. Main point
    - a. Sub point
    - b. Support material
  2. Main point
    - a. Sub point
    - b. Support material
  3. Main point
    - a. Sub point
    - b. Support material
- C. Conclusion
  1. Review or Summary
  2. Call to action or memorable statement

### Pay attention to transitions

Audiences need help in moving smoothly from one topic to another. Transitions provide these valuable bridges, helping the audience to follow the ideas being presented and to see the relationship of those ideas. Transitions usually are used as you move

- from the speech introduction to the body
- from a main point to sub point



## **PEOPLE FOR INDIA**

### **Lead with values...**

- from a sub point to support material
- from support material to another main point
- from the last support material to the conclusion

Transitions can be words, phrases, statements or questions. Some transitional words are afterward, also, but, consequently, consider, finally, instead, later, meanwhile, moreover, next, then, yet. Some transitional phrases are: according to, as a result, for example, for instance, in addition, let's begin with, more importantly, this means, to illustrate. Some transitional statements or questions are:

"IF this program is so valuable, why is everyone resisting it?" "We must consider three things in developing this new product. First is ... Second is... Third is..."

Give the youth a copy of "Speech preparation for organize your speech".



## **PEOPLE FOR INDIA**

### **Lead with values...**

Distribute this to Students and ask them to prepare for the speech

### **Speech Preparation for Organize your speech**

Good speech organization is essential if your audience is to follow and understand your presentation. You must take the time to put your ideas together in an orderly manner. You can organize your speech in several different ways; choose the outline that best suits your topic. The opening should catch the audience's attention, the body must support the idea you want to convey, and the conclusion should reinforce your ideas and be memorable. Transitions between thoughts should be smooth.

#### **OBJECTIVES:**

- Select an appropriate outline which allows listeners to easily follow and understand your speech.
- Make your message clear, with supporting material directly contributing to that message.
- Use appropriate transitions when moving from one idea to another.
- Create a strong opening and conclusion.

Time: **Five to Seven Minutes.**

#### **Your assignment**

In this project, the focus is on effective speech organization. Your assignment is to:

- Select an outline that's appropriate for your topic and allows your listeners to easily follow and understand your presentation.
- Make the message clear to the audience; the main points, sub points and support materials should contribute to that message.
- Use appropriate transitional words, phrases, statements or questions as you move from one idea to another.
- Create a strong opening and conclusion. You may find it helpful to memorize them as you did in project 1.
- Incorporate suggestions from your evaluation for Project 1 as you prepare and rehearse this speech.



# PEOPLE FOR INDIA

## Lead with values...

### Evaluation Guide for "Organize Your Speech"

Title of the speech \_\_\_\_\_ Name of the Student \_\_\_\_\_

Evaluator \_\_\_\_\_ Date \_\_\_\_\_

*Note to the Evaluator: The speaker is to present a talk that is organized in a manner that leads the audience to a clearly defined goal. The speech includes a beginning, a body and a conclusion; major factors or ideas; and appropriate support material, with smooth transitions between the facts and ideas. In addition to your verbal evaluation, please complete this evaluation from by rating the speech in each category and offering comments or specific recommended action where warranted.*

- 10 = Excellent
- 8 = Above average for the speaker's experience level
- 6 = Satisfactory
- 4 = Could improve
- 2 = Needs attention

Category	Rating	Comments/Suggestions
➤ Speech Value Interesting, meaningful to audience	5 4 3 2 1	
➤ Preparation Research, rehearsal	5 4 3 2 1	
➤ Organization Logical, Clear	5 4 3 2 1	
➤ Opening Attention-getting, led into topic	5 4 3 2 1	
Body Flowed smoothly, appropriate support material	5 4 3 2 1	
Conclusion Effective	5 4 3 2 1	
Transitions Appropriate, helpful	5 4 3 2 1	

➤ What could the speaker have done differently to make the speech more effective?

➤ What did you like about the presentation?



## PEOPLE FOR INDIA

### Lead with values...

### Speech Techniques Illustrated

Write your speeches before you deliver. Speeches often with simple language are easy to understand. The following points help you to use some of the techniques.

#### How to say it

Examine your words, sentences and rhetorical devices along with Grammar and punctuation.

1. Appeal to senses: Your audience should be able to prepare mental images. They should feel through seeing, smelling, touching, hearing and tasting them.
2. Narrates like a story: Take your audience into transit by narrating through a story or based on your experience.
3. Repetition of phrases: Human brains have limitations in remembering or following you with conviction, so repeat some of the important phrases wisely that need attention.
4. Rhetorical Devices: A rhetorical device uses words in a certain way to persuade or to evoke emotion.

Examples:

**Alliteration:** Beginning of words have same consonants or sound -- Tasty Tips, Personally Prepared Patties, Gloriously grand gold.

**Allusion:** A reference to an event, literary work or person - - I cannot do that because I am not Superman.

**Amplification:** Repeat the words or expression for emphasis – Love, Real Love, affectionate love...

**Epithet:** Use an adjective with a word – mesmerizing eyes

**Hyperbole:** an exaggeration – I have done it thousand times

### Your body speaks

While you deliver the speech, your appearance, manner and physical behavior counts.

Research has proved that communication happens through your body gestures because audience get connected based on what they see and what they hear. Physical actions with tensions, distracting the meanings that you want to convey, often defeat your words. 50% of the speech can be counted on body language.

Actions speak louder than words.

1. **Facial expression:** Audience watch speaker's face during the speech or presentation. This is key determinant of the message you want to convey. Your attitude, feelings and emotions are more clearly expressed on the face. Establish a bond with eye contact, needed expression on the face as you speak.
2. **Be natural:** Strive to be genuine, be yourself and be spontaneous. Feel and say. Speakers who stand and talk at ease is the one who can be heard without weariness
3. **Gestures:** Use head, shoulders, legs, feet, hands and arms to depict your verbal message and convey with emotion. Hands are the most marvelous tools of communication when you speak. Let your body mirror your feelings. Gestures clarify and support your words, dramatize your ideas, function as visual aids, they are highly visible, stimulate the audience participation.



## PEOPLE FOR INDIA

### Lead with values...

4. **Build self-confidence through preparation:** It is more mental attitude than the knowledge that is needed. When you are well prepared your behavior can be directed with sincerity and enthusiasm. Some parts of your speech can be performed with voice, muscles and brisk movement of a part of the body.
5. **Avoid impediments:** These are some mannerisms that will distract the audience, rocking, swaying, hanging your hand, tapping the fingers, biting or licking the lips, jingling pocket change, frowning. Adjusting hair or clothing and turning the head and eyes from side to side like an oscillating fan.

### Vocal Variety

Guide your speech with by adding voice with variations, pitch, pace, power and pauses.

### Rehearse

Just writing your speech is not enough, incorporate vocal variety, rehearse it in front of the mirror. Use highlight marker or underline certain phrases or sentences to understand the voice of the message.

### 4 P's

1. **Pace:** You can adopt varied pace as per the message that you deliver, but often check to see if your audience are following. Remember you are given only limited time to convey your message. Adopt the suitable pace to deliver so audience do not get distracted and also do not get confused. Get slow when you are delivering thoughtful information, get fast when you want to deliver powerful messages with anger.
2. **Pitch:** Pitch plays emotion. Get excited by showing in your voice as per the script. Focus on your voice to determine, raise questions through pitch, answer with ease. Show passion through pitch that can connect to your audience.
3. **Power:** Your volume can emote, like anger or joy can be expressed with loud volume and on contrary fear or sadness with low volume.
4. **Pauses:** Short pauses after every sentence and longer pauses for thoughtful messages, or after paragraphs make sense and allows your audience to digest and understand the speech. If you are not giving enough pauses, they will not be able to follow, the easily will be lost and you can understand as you see the crow with noise.

### Head high:

Keeping your head high lets you to raise voice and exhibits your confidence. Vocal variety adds spice and exhibits your confidence.

Exaggerate the words;

Some words or phrases needs exaggeration, for example instead of saying long road, you can say loooooong road.



## **PEOPLE FOR INDIA**

### **Lead with values...**

#### **Research your topic**

Sincerity of the speech can be identified when you come prepared with correct numbers or facts. It gives you the command over the subject, audience feel they have learnt something today and give value and respect you.

#### **Websites and Libraries:**

While writing your speech, think in your head what could be audience questions, based on that collect numbers, statistics and facts on the topic. Use websites, books from library.

#### **Cite your sources:**

Statistics may be correct, but without citing the source where this information is collected, audience cannot judge your sincerity or trust. At the same time do not cram in too much. Surprise your audience with a hand out. You can say I have a hand out or pamphlet or a document that has an evidence that you have collected during research.

#### **Keep it relevant**

Do not present statistics because they are jaw dropping, but present meaningful statistics and express in such a way that they understand it clearly. Do not jam with lot of statistics, keep it simple and express with confidence.

#### **Visual Aids**

Visual aids help you to sustain the speech and audience can take something to home as it leaves them with mental images. Some can remember lifelong. Some of the visual aids are Slides, Transparencies, flip charts, white boards or props (Materials or things).

Keep it simple: Do not overload with pictures, balance with enough text and few pictures. Check to see if it has clarity, you can check with your colleague or friend before the speech.

Transition: Make is smooth transition between ideas, see they are well connected with your thoughts and story.

Plan in such a way that the visual aids will be visible to everyone.



# PEOPLE FOR INDIA

## Lead with values...

### Entertaining speech

Everyone around anticipate the entertainment through speech, often when delivered with appropriate entertainment you become hero. Include humor based on dramas you watch, television or movies. At the same time keep it to the point what you want to convey. Stories and anecdotes are powerful tools to entertain your audience.

#### **Find suitable material:**

Watch the emotion in the television or movie, that makes audience laugh, carry over with diction and style by adopting to your body while delivering the speech. Parodies, Misunderstandings, Exaggerations are some of it.

#### **Delivery and Timing:**

Don't read it, tell the joke or story like you are getting from memory, enact with diction. Practice with body language, make it fun.

#### **Dramatic Talk:**

Take your audience by evoking their minds, for examples through the jungles, breezes, mountains, cracking branches... add sounds zzz....hooooo.....ccrrraack. Bring the characters to live, spicing up with a drama, adding vocal variety for the humorous story should convey the entertainment.

Describe the setting, establish the mood with voice, use your hands, gestures and narrate like a story.

### Persuasive speech

Find successful persons you may know, they all have one thing common, ability to persuade people. Make them accept their ideas, products or services.

**Role plays:** Do role plays to see how you can convince your friend or a colleague with material before delivering the speech. Collect enough material in support to your ideas that can convince people.

**Solve the problem:** Solve the problem with winning proposal and with a mission. This is possible if you understand the need, how you fulfill along with evaluation of options. Create value for your solution, project features. Elaborate a feature that attracts the audience most.

**Addressing the objections:** Be sincere and do not fake, if you are genuine, carry it through voice. When you are stuck and could not able to justify, move on rather than defending it. Likely that there is another feature that will make them like.

#### **Road map for success:**

Be clear, be logical and put your objective by answering the following questions

- What is my objective?
- Who are my audience?
- What does my audience want or need?
- What do you want audience want to do?
- What is the plan?
- What would the results be?



## PEOPLE FOR INDIA

### Lead with values...

### Guest Lectures

Guest lectures can form a valuable real-world adjunct to classroom education. They give exposure to the real-world experiences, insights and perspectives of their particular fields and disciplines of successful practitioners. When guest lectures are engaged, Youth remember these very well and sometimes can remember life time. At the same time, those we honor by inviting them to the school not only we establish a good relationship with them, but also they feel respected. They are also motivated and add additional responsibility on them. They think to contribute positively towards the society.

There are variety of Guest Lectures that can be given by various successful people

- Social workers.
- Subject matter experts those may have completed Ph. D., Research Scientists.
- Entrepreneur like industrialists, businessmen.
- Bureaucrats like IAS, IPS officers.
- Sports persons.
- Political Leaders.

Engage guest lectures in different disciplines not only restricting ourselves to Social activities. We need to encourage all round development in youth career.

There are 3 phases in conducting Guest Lecture:

1. Identify a Guest lecture: He or she need not be famous, but expert in the field. He or She need not be rich, but good in character and not particularly corrupted. Youth should feel motivated when they see them.
2. Interview the Guest lecture: Explain to the guest lecture what we are expecting from the guest lecture. Tell them
  - a. They should be on time, give them the address, date and time of the event.
  - b. They should complete with in time, explain the concept of Green/Yellow and Red Cards.
  - c. Take their introduction
  - d. Call them one day before for a reminder.Explain the worksheet and hand over a copy. Take the appointment and present his/her photograph in notice board with adequate information in a Pamphlet.
3. Engage the Guest lecture: Arrange the gathering of youth before in hand. Tell the youth to be respectful and behave well. Make a youth responsible in maintaining the time. Respectfully introduce the Guest lecture, if possible give them a bouquet or a memento. Leave them the dais and cover the event with video or photographs or both.

Some quotes about youth.

*Good habits formed at youth make all the difference. – Aristotle*

*Youth are dreamers of tomorrow.*

*True leaders do not create followers they create more leaders. Let us encourage them to be great leaders.*



# PEOPLE FOR INDIA

## Lead with values...

### Guest Lecture Worksheet

Sir/Madam,

You are very important to us and youth shall be motivated who can bank their career on. You shall be an important link between traditional classroom education and real-world life. We greatly appreciate your achievements and would like to honor you. Please understand our expectations and give us a prepared speech. Let us have a positive experience and leave positive impressions in their minds and hearts. This worksheet will help in the adequate preparation. They shall be our future citizens of our country.

#### Guest lecture need to

1. Bring the specialization into the classroom
2. Offers varying view points
3. Relevance of cases/application stories to the subject matter
4. Being "fun" and "Engaging" presenter
5. Allowing Q&A session at the end

Give a speech an introduction, body and conclusion.

To give positive experience to the youth, they can use

**Presentation aids:** Use visuals such as handouts or power point slides, well-prepared

**Motivational aids:** Use real-life examples, real-world stories, and examples. They can bring quotes and even sing.

**Positive platform skills:** High energy, friendly, passionate, easy to understand, engaging.

**Positive attitude:** Talks "to" theyouth rather than "at" the youth, respectful.

**Positive climate:** Interested in being there, encourages student interaction, relates well.

We are from a social service organization – "People for India", that has a motive of encouraging leadership qualities in youth, imbibing values in people and to our capability setting up infrastructure.

You are invited to our place

Address: .....

PR Teacher name: ..... Contact number: .....

Date of the event: ..... Time: .....

*In youth we learn; in age we understand. Almost everything that is great has been done by youth. The main hope of nation lies in proper education of its youth.*



# PEOPLE FOR INDIA

## Lead with values...

### Values

The revolution of our generation is discovery that, human beings by changing their inner attitudes of their mind can change outer aspects of life. Change inner attitudes from selfishness to selflessness, irresponsible to responsible and corrupted to corrupt free. When everyone progresses towards maintaining the friendly environment with unity, with respect for each other, with attitude of selflessness, with a motive of social service, when we walk together on ideals, then there will be true progress of the nation. That shall keep up the progress of the nation not only for this generation but for coming generations. When we achieve this, then everyone gets equal opportunity to live, excel and develop. One day we will be listed as the nation of “Developed Countries”.

So let us take pledge in practicing the values, a contribution for a respected society. Values by themselves are very profound and one leads to other.

- It is impossible to follow every value rather it is possible to practice a value.
- If only person or a few are following the value, it is harder to practice, but if we socialize, ask everyone to follow, it is easier to follow.
- Over the time, if we together violate the values, it hampers development, can lead to imbalances between the rich and the poor and it can lead to crime.

On the flipside, if everyone follows the value, it leads to development, healthy society and can realize fulfilment of life to utmost satisfaction.

### Some quotes on values

“Try not to be the man of success, try to be the man of values’ – Albert Einstein

“Action with values, wins people, takes you to heights and leaves powerful impressions” – Suraj Pabbathi

“Education without values, makes a man more a clever devil’ – C.S. Lewis

“Only loss teaches us about the value”.

“Values are like finger prints, nobody’s are the same, but you leave them all over everything you do” – Elvis Presley.

“When your values are clear to you, it making decisions becomes easier” – Roy E Disney.

“Keep your thoughts positive because your thoughts come your words, keeps your values positive because your values become your destiny” – Mahatma Gandhi.

“Here are the values I stand for; honesty, equality, kindness, compassion, treating people the way you want to be treated and helping those in need. To me, those are traditional values” Ellen DeGeneres”.

“We are in danger of destroying ourselves by our greed and stupidity. We cannot remain looking inwards at ourselves on a small and increasingly polluted and overcrowded planet” Stephen Hawking



# PEOPLE FOR INDIA

## Lead with values...

Values can be categorized as

- Personal values
- Good Citizen Values
- Environmental Values

### Personal Values:

These values are based on individual's ethical action. It reflects a person's sense of right or wrong. They are our core beliefs, and philosophies that we hold about life and our own purpose.

We can energize our lives by making the full effort of implement the values we identify, subscribe and practice as per our priority. The famous stories of our childhood, Panchatantra are based on values, when practiced help individual live a satisfied, peaceful and meaningful life.

Let's identify our top 7 Personal Values, write these values on the board, and ask youth to pick top 7 personal values. Also give youth an opportunity to write an essay on why they have selected those 7. They can write email to [peopleforindia@ymail.com](mailto:peopleforindia@ymail.com) after seeking permission from their parents/teachers.

Select the Top 7 Personal Values			
Accountability	Ease with uncertainty	Intuition	Stewardship
Achievement	Enthusiasm	Leadership	Success
Adaptability	Entrepreneurial	Listening	Teamwork
Ambition	Environmental	Loyal	Trust
Attitude	Efficiency	Making a difference	Vision
Awareness	Ethics	Open communication	Wealth
Balance (home/work)	Excellence	Openness	Well-being
Being the best	Fairness	Patience	Wisdom
Caring	Family	Perseverance	
Citizenship	Financial stability	Professional Growth	
Coaching Mentoring	Flexible	Personal fulfillment	
Commitment	Forgiveness	Personal growth	
Community Involvement	Friendships	Quality	
Compassion	Future generations	Recognition	
Competence	Generosity	Reliability	
Conflict Resolution	Health	Respect	
Continuous learning	Honesty	Responsibility	
Cooperation	Humility	Risk-taking	
Corrupt free	Humor/fun	Safety	
Courage	Independence	Self-discipline	



# PEOPLE FOR INDIA

## Lead with values...

Creativity	Integrity	Service	
Dialogue	Initiative	Stability	

### Good Citizen Values:

This shall teach the importance of being involved in our democracy and how to be effective citizens. “Ask not what your country can do for you; ask what you can do for your country”.

Keeping a democracy strong requires the assistance of each of its citizens.

Some of you may like to be judges, teachers, law enforcement and military personnel to keep the country strong. There are many actions that can be defined to be a good citizen.

### Actions:

- Know about your country and learn how our ancestors fought for our freedom
- Tell someone in authority when someone does something wrong
- Ask your parents to vote for the right political party and if you have the chance act with wisdom.
- Discuss with your parents issues facing the country
- Wave to policemen and firemen.
- Keep your surroundings clean, pick up a piece of trash every day.
- Volunteer at community center.
- Follow traffic rules
- Ask your parents to pay taxes properly and in time.
- Protest over something you feel strongly about.
- Express your opinion to public officials, the media and organizations.
- Resist intimidation and bullying
- Do not encourage corruption.

### Learning Paying taxes help our country:

It is citizen's duty to pay sales tax to the Government that can be properly utilized for Peoples benefit. This contributes to the Nations progress. Ask and take receipt for every purchase and payment where possible.



# PEOPLE FOR INDIA

## Lead with values...



Courtesy: Tenets Dept, PFI. Visit: [Peopleforindia.org](http://Peopleforindia.org)

### Follow Traffic Rules

Traffic Rules play a very important role in the traffic system of a country. These rules are made for avoiding traffic jams and accidents in cities and towns.

Keep calm and follow traffic rules.

Accidents can happen any time, any place and anywhere. Prevention maybe the best option by Developing a safety plan – and being ready to use it. Traffic rules of the roads are both the laws and the informal rules that may have been developed over time to facilitate the orderly and timely flow of traffic.

### Statistics about Accidents:

Accidents	Reason for Accident
80%	Driver Faults
1.5%	Pedestrian fault/fault of passengers
2%	Mechanical defect in vehicles
1.5%	Bad Roads
15%	Other factors (bad weather, fallen trees, road blockage, absence of rearreflectors. road signages, non-functioning of road signals etc.) (15%).

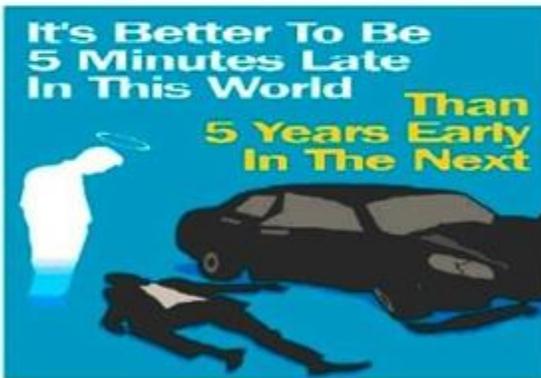
Over 90% of accidents can be avoided by limiting the speed.

At least 13 people die every hour in road accidents in the India. (Which does not include how many injured in road accidents die a few hours or days after the accident)?



## PEOPLE FOR INDIA Lead with values...

Our mission is Safety first while driving. Life is more valuable. Follow the traffic rules, especially limiting the speeds and avoid accidents and save yourself and others involved in accidents.



## For your Safety , Follow the Traffic Rules

Courtesy: Tenets Dept, PFI. Visit: [Peopleforindia.org](http://Peopleforindia.org)

Here is collection of some road traffic slogans:

- Alert today – Alive tomorrow.
- Normal speed meets every need.
- The best drivers are aware that they must be beware
- You can't get home, unless you're safe.
- Safety is not automatic, think about it.
- Leave sooner, drive slower, and live longer.
- Slow down! Your family will be waiting for you.
- Stop accidents before they stop you.
- Drive as if every child on the street were you own.
- Road sense is the offspring of courtesy and the parent of safety
- Safe Driving, Saves Lives.



## PEOPLE FOR INDIA

### Lead with values...

- Life don't have Reset button. Drive safe.
- Better Late than Never!
- Speed thrills but kills!
- Prepare and prevent, don't repair and repent.
- Reckless driving just may be your ticket to some place out of this world!
- Safety starts with "S", begins with "You"
- Drive like hell and you will be there.
- Your destination is reward for safe driving.
- Speed has 5 letters so has death... Slow has 4 letters so has life.



### Environmental Values

We believe the earth, our sacred home, for all of us; also it has a right to a healthy existence. This is in line with "Live and let live". Preserve the natural areas for the benefit of fellow human beings and for coming generations and contribute for Green earth.

At a time when global climate is changing at alarming and extreme rates, governments and organizations are calling on everyone to do their share of preserving the planet. This is not only to prevent calamities brought about by the abuse we have done to Mother Nature, but also to make sure that future generations will still be able to enjoy the beauty and gifts that this world has to offer.

Take a pledge,

***As an Indian, I will do my best to***

***Be Clean in outdoor manners, be careful with fire, be considerate in outdoors, and be conservation minded.***

It is our duty to leave the place livable as it is given to us. There are catastrophic effects when we neglect. Contribute to the nature by preserving the environment. There are many actions that shall contribute in preserving nature.

We are all ONE. Each person's actions affect the WHOLE. Why not live in a spirit of compassion, generosity and giving? We cherish our local, regional and global communities and are committed to nourishing them and giving back to them.

**Outdoor Ethics:** The purpose is to maintain the surroundings clean after using a public facility.

When you are visiting outdoors, after using a facility, leave no trace. There are four principles of leave no trace

1. Plan ahead and Prepare
2. Dispose of Waste properly (Pack it in, pack it out)
3. Respect wildlife
4. Be considerate of other visitors

**Refuse, Reduce, Reuse, Recycle plastic:** Earth is suffering for the same reason our bodies are suffering, in many ways. A sacred balance has been disturbed. Humanity's insensitivity and reliance on petroleum-based products like plastic cause widespread pollution and energy wastage. If we can decrease the amount of plastic being produced from unsustainable Earth-scarring petroleum, and being discarded into Earth-polluting landfills, this is a positive step in the direction of restoring the Earth to her natural healthy state of being.

Avoid plastic bags to save world and to save yourselves and your family. Usage of plastic bags and their disadvantages, can be mainly categorized into 3 areas, Health, Environmental, Financial.

Plastic bags over times they break down into smaller, more toxic petro-polymers. Petro polymers are highly toxic and silent killers and will cause health issues. Pacific Ocean filled/stewed with plastic bags twice than the Texas state. Plastic



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bag mistaken for food, plastic bags may cause suffocation, Plastic bag pollutes marine life. To process and recycle plastic bags takes 125 times that to produce the new plastic bags.

DO's	DON'Ts
Refuse Plastic Bags Reuse Plastic if you cannot refuse Reduce Plastic Use Paper or cloth bags, baskets. Try to reduce things made with plastic such as water bottles, ziplock covers, toys, bags, trash bags, sippy cups, utensils, lates, spoons/forks etc..	No food in plastic made carriers or storages. Do not burn plastic which produces ethalene oxides and cause major heart diseases, destroy ozone layer etc instead use recycle bins. Buy food in glass or metal containers. Avoid heating food in plastic containers, or storing fatty foods in plastic containers or plastic wraps.

### Grow plants:

Plants are the backbone of all life on Earth and an essential resource for human well-being. Just think about how your everyday life depends on plants.



**Food:** Everything we eat comes directly or indirectly from plants. Throughout human history, approximately 7,000 different plant species have been used as food by people.



**Air:** Oxygen is brought to you by plants, as a byproduct of photosynthesis.



**Water:** Plants regulate the water cycle: they help distribute and purify the planet's water. They also help move water from the soil to the atmosphere through a process called transpiration.



**Habitat:** Of course, aside from humans' myriad uses, plants make up the backbone of all habitats. Other species of fish and wildlife also depend on plants for food and shelter.



**Medicine:** One-quarter of all prescription drugs come directly from or are derivatives of plants. Additionally, four out of five people around the world today rely on plants for primary health care.



**Climate:** Plants store carbon, and have helped keep much of the carbon dioxide produced from the burning of fossil fuels out of the atmosphere.

*People who have never gardened or those who haven't in a while are now growing vegetables and herbs for fun, health, and economy.*



## PEOPLE FOR INDIA

### Lead with values...

1. **Garden for freshness and flavor.** Most store-bought vegetables can't match the flavor of homegrown. Vine-ripened tomatoes have fuller flavor, especially varieties for home gardens (not shipping types). Squash is without scratches. Leaf lettuce is perfectly crisp. Basil is fresh and aromatic. The list goes on.
2. **Save on your grocery bill.** With so much good produce, you'll make fewer trips to the grocery store. It's not just a savings on what you grow, but it's also what you don't buy that helps you save. Saves gas, too.
3. **Minimize pesticide exposure.** You can grow your own organic produce.
4. **Avoid tainted produce.** When veggies are from your own garden, you can rest easy about recalls of tainted produce.
5. **Garden for exercise.** Gardening incorporates many important elements of accepted exercise regimes, such as stretching and stance, repetition and movement, and even resistance principles similar to those in weight training. In general, gardening burns about 200 calories an hour!
6. **For your health.** A diet rich in vegetables as part of an overall healthy diet may reduce the risk of stroke and cardiovascular diseases, type 2 diabetes, and may protect against certain cancers. Eating vegetables that are low in calories instead of other higher-calorie food helps cut total calories, too.
7. **It's social.** You'll have a bounty to share with friends and neighbors. You may also have a chance to introduce a person to how food plants grow.

#### Save Energy: Saving Electricity is producing Electricity.

How can this contribute in preserving Mother Earth?

1. **Helps conserve natural resources.** Every citizen in the world is aware that electricity prices are constantly increasing. What a lot of people may not know is the reason for these hikes. Well, one of the most compelling causes is the depletion of the sources of electricity, including coal, oil, and gas.
2. **Reduces carbon footprint.** By opting to limit your home's or office's use of fossil products and utilizing solar, geothermal, or hydro power instead, you are not only saving electrical energy, but also reducing greenhouse emission in the environment. As a result, there is less pollution.

It is proven fact that, "using energy wisely in the home saves money and the environment". So, if you want to start doing your own share,

#### Save drinking water: Water is a fundamental human need.

Each person on Earth requires at least 20 to 50 liters of clean, safe water a day for drinking, cooking, and simply keeping themselves clean.

More children die from a lack of clean drinking water than from HIV/AIDS and Malaria combined

Polluted water isn't just dirty—it's deadly. Some 1.8 million people die every year of diarrheal diseases like cholera. Tens of millions of others are seriously sickened by a host of water-related ailments—many of which are easily preventable.

Water-poor communities are typically economically poor as well, their residents trapped in an ongoing cycle of poverty.

Water is the most important  
essence of living in the region



Education suffers when sick children miss school. Economic opportunities are routinely lost to the impacts of rampant illness and the time-consuming processes of acquiring water where it is not readily available. Children and women bear the brunt of these burdens.



## PEOPLE FOR INDIA

### Lead with values...

Water is obviously essential for hydration and for food production—but sanitation is an equally important, and complementary, use of water. A lack of proper sanitation services not only breeds disease, it can rob people of their basic human dignity.

The state of drinking water supplies can be quantified by four important characteristics: quality, quantity, reliability, and cost.

#### HOW TO SAVE WATER

1. Many people waste water by letting the tap run cold before filling up their glass. You can save water by filling a jug or bottle with tap water and keeping this in the fridge. By doing this you can enjoy ice cold water without wasting a drop.
2. Consider buying a water filter for your tap instead of drinking bottled water. This will help the environment by reducing the need for plastic bottles. This principal can also be applied in the workplace by installing a water fountain.
3. Tell other people about saving water
4. Check your plumbing for leaks, especially leaking toilets and faucets.
5. Conserve water in the laundry and kitchen
6. Conserve water in the bathroom

#### Outdoor Activities

*“Teach this triple truth to all: A generous heart, kind speech, and a life of service and compassion are the things which renew humanity.” – Gautama Buddha*

*“The best way to find yourself is to lose yourself in the service of others.” – Mahatma Gandhi*

*“I slept and dreamt that life was joy. I awoke and saw that life was service. I acted and behold, service was joy.” – Rabindranath Tagore*

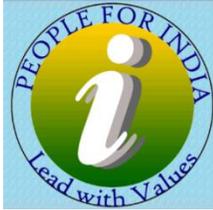
*“Life's most urgent question is: What are you doing for others?” – Martin Luther King*

It is very important to teach the younger generation, how to offer service to others? The next generation steps in helping the nation move forward. As they participate, they build personality and develop social conscious. As they interact with Society, they get to know the problems of the society and develop sense of responsibility.

They can be the center of ripple effect that shall impact many lives, let a leader emerge who can address the needs of country and put the people in the path of development.

It is in fact an education for life with fun and shall rejuvenate them from the stress they undergo. The most important thing is they leave the impressions that shall motivate the past and future. In one statement, it touches people and move them by bringing revolution. Youth tend to learn lot of social skills as listed in this book under Social Skills section.



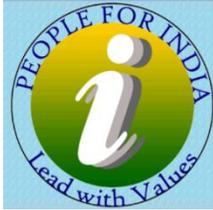


## PEOPLE FOR INDIA

### Lead with values...

There is not one activity but many and this book can only list few. However, shall motivate to be creative and come up as many as they can. However, there are three phases of executing an outdoor activity.

1. **Brainstorm:** With the group of teachers, social workers, brainstorm to discuss what can be the best activity that shall be useful for the society and also appropriate for the age of the youth.  
There are lot of factors to consider
  - **Safety** : This is one of the most important factor of all, plan for at least two adults going with the trip who shall take care of the kids. Make parents aware of the activity well in advance.
  - **Age appropriate:** Check whether the activity is age appropriate and youth are capable of doing the activity.
  - **Goal:** Define the goal and objective of the activity on what youth is going to achieve.
2. **Plan:**
  - **Time** : Find out how much time is needed to complete the activity, possibly list out all the activities that youth is going to perform on the day and associate time for each activity.
  - **Logistics:** Logistics covers several that are not limited to Transportation, First Aid kit, Material specific for the activity, water. Also consider environment into consideration how it is going to be on that day.
  - **Budget** : Prepare a budget with all the details possible on expenditure or donations. Discuss with PFI if they can help in full or partially. Check with local business who may want to donate some money or show them business opportunity with advertisements as they would stand as sponsors. Reach the corporate companies who may want to sponsor the activity. Also check with School Management if they can approve some budget.
  - **Agenda:** List out main events of the activity.
  - **Activity Consent Form:** This form is available in this book, have the parents sign and returned to you. Basically it will release PFI and the school from claims and liability of accidents that may happen. Use separate Activity Consent form signed for each activity that you plan to do.  
It shall also cover emergency contact name and telephone number. Carry with you to the place where the activity is planned or executed.
  - **Permissions:** Take permissions from local bodies prior to the activity where ever necessary.
  - **Say and DO:** This is very important step, make every one aware of what the activity is going to be, list out the expectations of the activity. Provide everyone detailed report with the list of events, time associated with it. Discuss importance of time which shall be crucial factor for success of the activity. If possible, distribute suitable handouts or pamphlets advertising the details of the program.
  - **Roles:** Find some roles and assign them to youth. For eg: Speaker, In charge of material, Photographer etc....
3. **Execute:**
  - **Give importance to time,** arrive to the place before in time. Lead the youth to perform the activity as listed in the agenda. Guide the youth who have signed up for roles in achieving their task.
  - **Photographs:** This is important deliverable to PFI which shall help to record the event that remains in the history, stands as an evidence and motivates many. Also prepare a backup plan if the first one does not work out.
  - **Video:** Record some main highlights of the program along with feedback how local people, volunteers and youth have felt after conducting the activity.
  - **Submit:** Be the journalist and report the event by writing a blog on how along with your team and youth have achieved the task/completed the activity. Also submit photographs. Write to [peopleforindia@gmail.com](mailto:peopleforindia@gmail.com)



# PEOPLE FOR INDIA

## Lead with values...

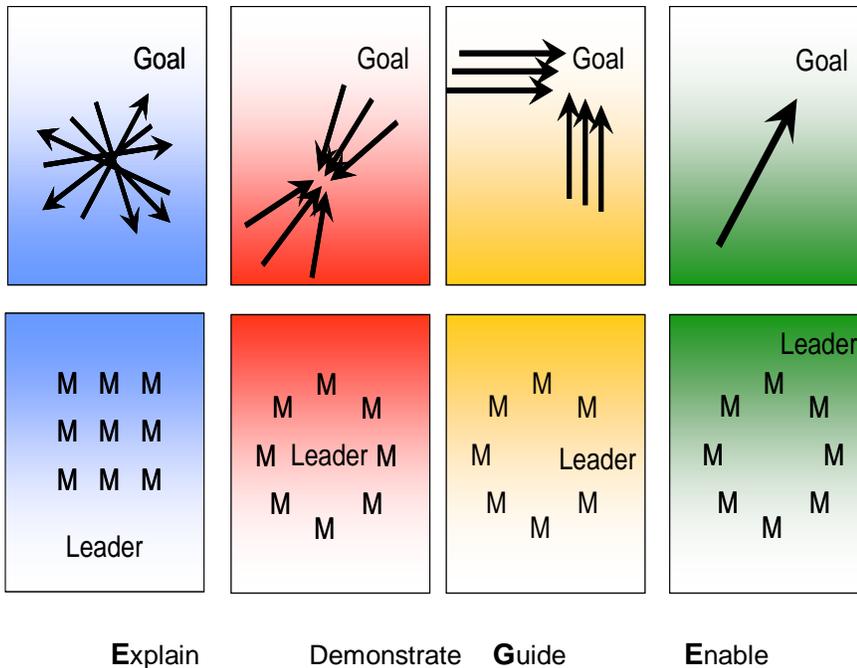
During the initial days for two activities, teach them how to brainstorm, plan and execute them. Give them ability to perform three stages on their own moving forward. Basic idea, teach and enable them to do on their own till they learn it. Once they begin to do, they will be self-sufficient to do for their rest of life. They shall remember the program and use it as guide for the rest of life. Use EDGE method to hand over the responsibility to them. EDGE stands for Explain, Demonstrate, Guide and Enable.

**Explain:** Explain how you Brainstorm, Plan and Execute using a Board and prepare a speech for them.

**Demonstrate:** Demonstrate in front of them, by doing what you have said.

**Guide:** Now that you have explained and demonstrated, give them a chance to do themselves. Where ever they cannot, guide them.

**Enable:** Finally, they are on their own doing the activities for us to watch.





## PEOPLE FOR INDIA Lead with values...

### Short stories on Leaders and their Values

My Favorite Inspirational Leadership Stories

By Sandeep Barve. taken from [www.leadershipfirst.expert](http://www.leadershipfirst.expert)

The world we live in is driven by the thoughts of many great leaders. There are numerous examples every country can boast of - Martin Luther King, Nelson Mandela, Mahatma Gandhi, the list is endless.

In recent times, the names of Steve Jobs and Mark Zuckerberg are often quoted amongst the good business leaders. There is much to learn from these personalities, no doubt. However, there are many lesser-known people who continue to make as big a mark on the leadership platform. They are the people who have led from the front, showed exemplary leadership qualities, without any wish to gain social leverage.

As part of our ongoing efforts of leadership transformation through my advisory company In-Unison, we interact with many present and upcoming leaders. During the workshops, almost every time, the discussions get on to one topic - "what is the secret ingredient of leadership in the present era?"

Invariably, I end up concluding "There is no secret ingredient but YOU". Something as shown and realized by the panda in the movie 'Kung Fu Panda'. However, in pursuit of our journey of becoming best leaders, what best we can do is to know more and more about successful leaders.

Not to imitate but to enhance our confidence in our own abilities, by knowing that leadership is all about having strong conviction and confidence in your own self, your ideas, and your passion.

Here I present to you, four such individuals:

#### **Chesley Sullenberger**



Remember a news report which made headlines in 2009 about how a US Airways flight made a water landing right on the Hudson river in New York? Chesley Sullenberger, or Sully as he is popularly known, was the pilot of the flight. The plane's engines were disabled when a flock of geese hit them.

In spite of the huge risk involved, Sully managed to save the lives of all 155 passengers on board! Isn't that incredible! During his interview with CBS News anchor, he mentioned "My focus at that point was so intensely on the landing...it just took some concentration. I was sure I could do it."

Learning - Imagine what would have happened if Sully himself had panicked. But he was prepared for the moment. He teaches us to remain calm and composed at all times. Staying in command of the situation is imperative for a leader. Only then can you behave responsibly, ensure the well-being of the team, and in turn, yourself. It is also crucial for a leader not to let stress affect his or her thought process. An extremely important trait for leaders in modern turbulent times.



## PEOPLE FOR INDIA

### Lead with values...

#### Dean Nelson

Dean is the owner of Dean's Natural Food Markets. Dean genuinely wants to help people get healthier. Through his chain of stores, he wants to provide the highest-quality organic foods and natural products to the community – for him, the betterment of the community and environment comes before company profits.

He pays a lot of attention to creating a world-class customer experience and his company also supports several local causes. Today, Dean's Natural Food Markets has four stores and employs more than a hundred employees. One of Dean's favorite quote is, "Opportunities don't fall into your lap, you have to make them. That's called being a leader".



Dean  
Nelson

Learning - Follow your passion and strive to realize it. Dean wants to impact more lives to adopt a healthier lifestyle. Consequently, he markets his products in such a way that more consumers are attracted to the lifestyle change. His team completely cooperates with the plans. Thus, even an everyday person can become a good leader for the company's employees if the right management skills are put to use and more importantly, the leaders are driven by passion more than profits.

#### Penina Shepherd



Who would believe that this woman set up Acumen Business Law firm on a shoestring budget, right in the middle of a recession and a life-threatening illness! Today, the company is a 'Top 50 Innovative Law Firms in the UK and Europe'. Penina wanted to create a difference in the legal industry and her vision, passion, and innovation have made the firm an incredible success.

Learning - First, there is no getting away from taking risks for a leader. Only that way can you explore opportunities. Second, a clear vision can guide the business for years. A leader needs to provide the same clarity and purpose to all the team members so that the team can work cohesively. It is also important to have faith in your convictions. After all, only the end results speak for the outside world.



## PEOPLE FOR INDIA Lead with values...

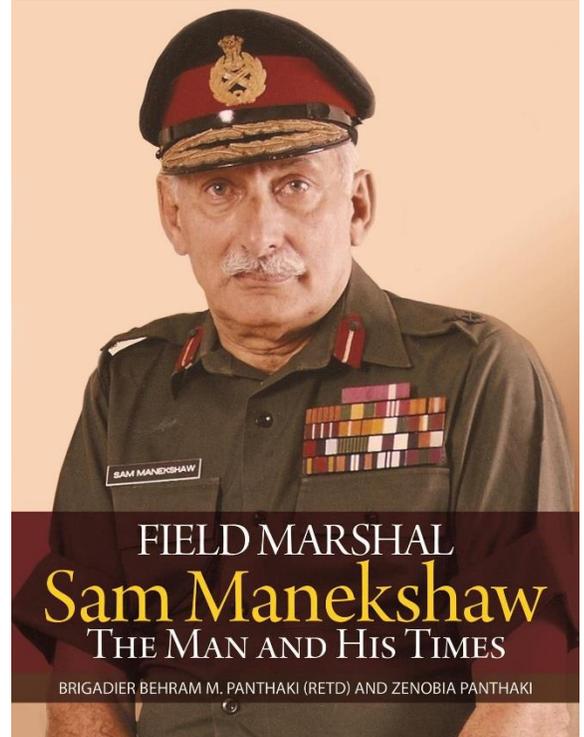
### Field Marshal Sam Manekshaw

He was the first Indian army officer to be promoted to the rank of Field Marshal. His stories of military greatness and valor are, of course, inspiring enough. Apart from being a great decision taker, his other unique quality was his insistence on gaining professional knowledge and competence for true leadership. "Unless you know what you are talking about, unless you understand your profession thoroughly, you can never be a leader. People who are indecisive are so because they lack professional knowledge", he once said.

Learning - Being updated with the latest professional developments is vital. Also, accept full responsibility for your decisions. Your team members need to feel that you support them and only then will they trust you with your decisions. Show moral courage to deal with different situations. Learn to handle pressures, from internal and external factors, without those affecting your ability to think clearly.

Not all leaders are born the way they are. Some even consciously inculcate the necessary habits to better themselves. But that, again, is a sign of true leadership - identifying the lacunae and working to overcome those. Men and women like I mentioned above teach us a lot in life. We can relate to their struggles and that makes them all the more inspiring.

These seemingly simple people display qualities such as honesty (being true to yourself), persistence, and a never-say-die attitude, apart from the typical leadership qualities. Do you know of any such motivating individuals in your everyday life? I would be very keen on knowing their exciting stories!







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### Government

*Following Traffic Rules:* One of the most important factor for the development is 'Managing Traffic'. It is important to cultivate the habit of following the traffic rules when they are young. It should start from an individual motivation. A proper attention should be given, otherwise it may cost life. A proper research is done by PFI, go through [http://peopleforindia.org/index.php?option=com\\_content&view=article&id=65](http://peopleforindia.org/index.php?option=com_content&view=article&id=65)  
Safe drive Saves lives. Engage the youth to spread this value into the public at least there will be change in few.

*Educating the poor with government welfare projects:* Approach people who are well versed with government welfare projects and also approach individual divisions in government who are responsible for the welfare. Make of the person a chief guest. Identify a place in need, advertise properly before in hand. Prepare the youth with Speeches by giving enough information about the welfare project. Finally conduct the activity where in good information is spread across the needy people. Also if possible use enough posters / placards / pamphlets in the activity.

### Donations

Donations can be given to several organizations, people who are in need. Provide the options; ask young whom they want to choose, raise the money through fund raiser. Motivate them to raise funds for the purpose they have chosen for and engage them.

Some options of donations that can be considered are

- Orphanage
- Old Homes
- Set the lives of beggars / poor people by setting up small business for them.

### Service

*Serving the social service or nonprofit organizations:* There are several social service organizations that want to help the nation. Everyone has different opinion and different way of doing, but all lead to mean the same, development of the country. Make a list of social service organizations, record the events. Liaise between the social service organization and young. Youth will understand the motive of the organization, it may inspire them and may develop a better idea as they grow.

*Planting trees:* This is probably easy to do and yield results fast. Identify the organizations who can donate plants free of cost, request them through an application. Also identify a place where a proper care is expected and where there is a need. Proper care is important than need. Plant the trees and motivate the youth to take care of the environment.

*Cleaning the Parks:* Parks are public places, where most people abuse and make the place untidy by throwing garbage. Engage the youth to clean the parks, so help them keep tidy. This shall motivate the people to keep the environment healthy and tidy. Procure proper material / tools and attire to do it. This can be a regular event where they can do half yearly.

### Education

*Teach the talent:* Youth can be experts in particular area, like music, math, arts, and using computers particularly Microsoft and internet etc... Identify the poor people and the needy. Make a syllabus and engage them to teach for 2 to 3 Sundays.

Math can be taught to slum areas.

Arts can be taught to apartment children or in a workshop.

Music can be taught any age by targeting to learn a cultural or patriotic song.

Using computers and internet can be taught to any, may be older people or even few ministers.



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### Social Skills

Youth will develop the following skills through Social Work Service

#### A – G

- Active Listening
- Advising
- Advocacy
- Advocate for Individual Clients
- Advocate for the Community
- After Care Services
- Assessment
- Boundary Setting
- Care Planning
- Case Management
- Case Planning
- Collaboration
- Collect Patient Information
- Communication
- Compliance
- Connecting Individuals to Resources
- Consultations
- Continuum of Care
- Cooperation
- Coordinate Clinic Care
- Coordination
- Coping
- Counseling
- Crisis Intervention
- Critical Thinking
- Developing Action Plans

- Discharge Planning
- Disability
- Discharging Patients
- Documentation

- Education
- Elder Care
- Empathy
- Engaged
- Establishing Goals
- Evaluation
- Facilitating Services
- Family Care
- Follow up Services
- Fund Development

#### H - M

- Healthcare
- Home Visits
- Homecare Services
- Identifying Issues
- Individualizing Plans of Care
- Implementation
- Intake
- Interdisciplinary Work
- Interpersonal
- Intervention
- Interview Families
- Interview Students
- Knowledge of Community Resources
- Knowledge of Community Services
- Maintain Professional Relationships
- Mental Health Services
- Monitor Foster Home Placement

#### N – S

- Needs Assessment
- Objectivity
- Observation
- Persuasion
- Planning
- Problem Assessment
- Problem Resolution
- Problem Solving
- Program Development
- Record Keeping
- Recovery
- Reporting
- Resource Coordination
- Referrals
- Referral Services
- Rehabilitation
- Self-Awareness
- Situational Abuse
- Support
- Supporting Counseling
- Support Groups

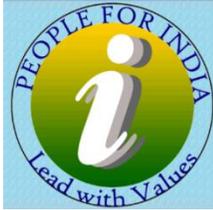
#### T - Z

- Teamwork
- Teen Suicide Prevention
- Time Management
- Transfers
- Treatment
- Treatment Coordination
- Treatment Planning
- Treatment Updates
- Verbal Communication
- Written Communication

### Checklist

Before the program/activity

- |   |   |
|---|---|
| <input type="checkbox"/> Definition of the activity with goal and objective | <input type="checkbox"/> Logistics – Transportation etc.. |
| <input type="checkbox"/> Prepare Agenda                                     | <input type="checkbox"/> Assign roles                     |
| <input type="checkbox"/> First Aid Kit                                      | <input type="checkbox"/> Get a sponsor for the program    |



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- Get Activity Consent Form from Parent or Legal Guardian
- Check weather
- Check for local permissions and get them if needed.
- Material for the Program

#### During the program/activity

- Take the photographs/video
- Always be watchful for safety
- Maintain cleanliness where ever you are conducting the activity.

#### After the program/activity

- Write a blog on how you have conducted the activity
- Send the blog, Photographs, Video to Sponsor, School and PFI



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### Activity Consent Form and Approval by Parents or Legal Guardian

This form is recommended for school use to obtain approval and consent for young youth under 21 years of age to participate in expedition or outdoor activity. It is recommended that parents keep a copy of the form and contact the Public Relations teacher in the event of any questions or in case of emergency contact is needed.

First Name of the participant and middle initial \_\_\_\_\_ Last name \_\_\_\_\_

Address \_\_\_\_\_ Birth date (month/day/year) \_\_\_/\_\_\_/\_\_\_ Age during activity \_\_\_\_\_

Additional address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Has approval to participate in \_\_\_\_\_ Outdoor activities planned by school in doing social service activities from \_\_\_\_\_ to \_\_\_\_\_

(Date)

(Date)

- Without restrictions
- Special considerations or restrictions: \_\_\_\_\_

#### HOLD HARMLESS AGREEMENT

I understand that participation in the activity involves a certain degree of risk. I have carefully considered the risk involved and have given consent for myself or my child to participate in the activity. I understand that participation in the activity is entirely voluntary and requires participants to abide by applicable rules and standard of conduct. I release the "People For India", <School Name>, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

In case of emergency involving my child, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the medical provider selected by the teacher in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose to the adult in charge examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

Participant's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian printer name \_\_\_\_\_

Parent/guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Telephone and emergency contact \_\_\_\_\_

Email \_\_\_\_\_

Contact the adult tour leader with any questions: Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_



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## Lead with values...

### Fund Raisers

Fundraising is the gentle art of teaching the joy of giving. It is the expression of confidence on what they want to achieve and believe.

- It is fuel for the organization and keeps it running, motivating many.
- It earns respect, pride and happiness to the organization and to the persons who does it.
- People forget sorrows by doing it.
- Acts of raising the funds shall remain in the history and credits the account in the bank of happiness.
- It the path for normal persons to become REAL heroes of the society and prove that they are born to bring a CHANGE.

Fundraising is a wonderful way to accomplish two very significant goals at the same time. The first is to get involved and meet new people. The second is to raise money to fund enrichment programs for students and special requests from staff through the ways and means.

*He who allows his day to pass by without practicing generosity and enjoying life's pleasures is like a blacksmith's bellows -- he breathes but does not live.*

All the funds raised shall be used by the school for its benefit.

Find below some of the Fund raising ideas:

### Book Fair

Books and other educational items are available for purchase at the annual Book fair. Students and families can purchase books to advance their reading skills, learn about areas of interest, and just enjoy reading!

### Family Fun Day

Family fun day is a fun night out. The event shall feature live music, food from local restaurants, dancing and auction items from the past. It can provide a wonderful mix of games, crafts, and food and basket lottery for whole family. Family can play Tambola / Bingo.

### School Spirit Wear

Each year, school spirit clothing and other items can be produced with the school name for purchase by students, parents, and staff. T-shirts, shirts and school stationery are among the items offered for sale. Products are sold at the most-school sponsored events.

### Selling Plants

Introduce the concept of GO GREEN and make few students/youth responsible whose mission is to make your school eco-friendly through selling plants, encouraging them to plant a tree per year. Also focus on recycling by being eco-friendly.

### Selling flags

For Independence Day and Republic Day sell flags you can also sell Wrist bands that are decorated with Slogans.

### Cultural day

Host a cultural day to play Drama, exhibit Art, Dance. Sell tickets for the day.

[Type here]



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## Appendix

An effort is made to include all the worksheets in the appendix that can be used to track the progress of the students.

### Progress Card:

	Class	Speech 1	Speech 2	Speech 3	Outdoor activity 1	Outdoor activity 2	Outdoor activity 2	Fundraiser
<b>Max Marks</b> →		10	10	10	15	15	15	25
<b>Details</b> →		Ice Breaker	Organize Your speech	Get to the point				
<b>Name of the Student</b> ↓								

At the end of the school year, youth will be presented medals/ribbons and certificate based on their achievement. The following are the awards:

Distinguished : 70 to 80 Marks

Select Distinguished : 80 to 90 Marks

Leader Distinguished : 90 to 100 Marks

[Type here]



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## Speech Topic Suggestions

Speech topics are all around. Youth simply need to learn to see them. What do you know that others may find of interest? Is youth an expert gardener? Do they know a lot about the stock market? Have their parents started new business? Do they like travelling? If so, what advice or information could they give listeners that they would find helpful?

For example, they can speak

- How to pack a suitcase
- Travelling with their family
- Ways to reduce travel expenses
- Local weekend vacation spots
- First aid items every traveler should carry
- how to protect valuables from theft

Personal experiences can yield a wealth of speech ideas. Have they experiences or witnessed a situation that disturbed them or made them think? For example, perhaps they witnessed a kind act a child did for an elderly person. They could describe the incident, analyze its significance, and then build a message around it that would be of value to their listeners. May be a relative was recently diagnosed with a serious illness. They could research this illness to help listeners learn more about it and help them determine if they too are at risk. Or perhaps they had a childhood experience that had an impact on them. May be a schoolmate came from a poor family, they were caught cheating an exam o they had the opportunity to participate in a special program. What lessons did they learn from the experience that they can share?

They can also get speech ideas from outside sources like books, magazines, newspapers, television and the Internet. News, entertainment, sports, science, medicine and business and economic developments all can provide speech topics. Likewise, advice columns, letters to the editor and commentaries are rich in ideas.

Still stuck? One of these themes may generate an idea or two:

Advertising ◊ Books ◊ Community service ◊ Diet ◊ Discipline ◊ Exercise ◊ Habits ◊ Heroes ◊ Integrity ◊ Manners ◊ Retirement ◊ Television Programs ◊ Science – Inventions and discoveries ◊ Social – History and geography

Speech ideas can appear suddenly and disappear just as quickly. Keep a pen and paper or handheld computer with them at all times. When an idea strikes, immediately write it down and file it for later use. Soon they will have a number of ideas to choose from the next time they are scheduled to give a speech.