

# General information about Marcelle Bernard's Programs

## Logistical Information about the programme

**Set Up Time:** 10 minutes. Marcelle will arrive about 20 minutes before the start time.

**Requirements:** A white board & if possible; a lectern, small table & music stand.

If the participants are seated on the floor Marcelle will speak from the floor.

If the participants are seated on chairs it works better for her to speak from a stage or raised podium.

**Duration:** Actual Performance: 65 – 75 - 90 minutes.

Additional time is needed before the performance for the participants arrive at the venue and settle.

**Pack up Time:** 10 minutes. Marcelle will collect the cheque from the office and leave a receipt.

## Tailoring

Sessions can be tailored for the group.

- English departments have requested focus on Oral Presentation, Speech Competition, Drama or Debating.

- Careers Officers have requested focus on Personal Development or Interview Skills.

- Other schools have chosen to have the sessions focus on Communication; in Leadership Team Building, Inspiration & Practical Motivation etc.

To discuss specific details have organisers call Marcelle on 0419 251874 or [marcelle@marcellebernard.com](mailto:marcelle@marcellebernard.com)

## Suitability?

Marcelle uses the participants response to the 1<sup>st</sup> 10 minutes of the programme to gauge what level of information and participation is appropriate to their level of interest and ability to concentrate. The programme is then tailored to each audience. The sessions are useful for all participants who want strong communication skills but they are particularly suitable for participants who are weaker in the areas of reading and writing.

## Participation?

Participation is encouraged but not required. All participants are invited to participate as a group. The programme s also include opportunities for up to 10 participants to participate individually. Primary school participants are usually leaping up of the floor to "Have a Go". Naturally less participation occurs as participants move towards the end of high school. Smaller schools often arrange for another school in the area to visit for the session. This is a great way to start inter-school debating or public speaking competitions to motivate students.

## Incentives

Participants that participate during the session are acknowledged and rewarded.

## School Resources

Participant Session Notes & Teacher Class Activity Sheets are available.

Question & Answers – Email [marcelle@marcellebernard.com](mailto:marcelle@marcellebernard.com)

Text Book: Stand Up! Speak Up!

## Guarantee!

Marcelle guarantees participants and teachers will be entertained and educated. In each lively & interactive session Marcelle covers 'The Rules, Tools & Weapons' needed to **Look Good** and **Sound Good** in any public speaking opportunity. She promises "Gaining Confidence in Communication and Public Presentation Skills has never been so much fun."

# Primary & Intermediate School Programmes

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## Lower Primary School Programme :

### 'Stand Up & Speak'

65-75 minutes

An Introduction to confident communication and speaking in public. Using humorous stories & group audience participation Marcelle concentrates on developing basic skills, building confidence. The program touches on:

- Attitude, Vocal Variety, Structure, Body Language & Using Presentation Equipment.

**Participants:** Years **2 to 4** in one session. **The Year 4 participants are necessary to do the examples for the younger children.** Marcelle can include Kindy and Yr 1, **BUT** it is exhausting and risky. Kindy's concentration abilities are too varied. ONLY INCLUDE THEM TO MAKE UP MINIMUM NUMBERS.

**Numbers:** **130 plus.** Easily up to 240 participants seated on the floor.

**School Type:** This programme suits larger primary schools that need to have 2 sessions. (One junior, one senior)

**Participation:** This programme has loads of group participation, little individual participation.

**Rebooking:** This programme can be rebooked every 3 yrs.

**Feedback:** Marcelle has presented this programme to up to sessions of 350 NZ participants aged 5-8 yrs old. Teachers & participants loved it.

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## Combination Primary School Programme :

### 'CONFIDENT COMMUNICATION'

65-75 minute

Via entertaining tales and group audience interaction Marcelle concentrates on how useful Public Speaking is and how it can actually be loads of fun. The program includes:

- The **'Stand Up & Speak'** Program.
  - Attitude, Vocal Variety, Structure, Body Language & Using Presentation Equipment.
- 24 Confident Communication Strategies, Impromptu Speaking & Presentation Skills.
- 5 Effective Listening Techniques, Feedback & Evaluation Skills.

**Participants:** Suitable for years **2 to 6** in one session.

**Numbers:** **130 plus.** Easily up to 240 participants seated on the floor. (350 would be a stretch.)

**School Type:** Suits small primary schools where all grades must attend to make the minimum numbers or schools that for scheduling reasons want the whole school to attend in one go.

**Participation:** This programme has loads of group participation and a little individual participation.

**Rebooking:** This programme can be rebooked every 4 yrs.

**Feedback:** Marcelle has been presenting this programme with very positive feedback since 1996.

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## Upper Primary & NZ Intermediate programme :

### 'PREPARE PRACTISE PRESENT'

75-90 minutes

Provides solid techniques that develop Leadership & Communication skills. The presentation includes:

- Attitude, Vocal Variety, Structure, Body Language & Using Presentation Equipment.
- The **'Confident Communication'** Program.
  - 5 Effective Listening Techniques, Feedback & Evaluation Skills.
  - 24 Confident Communication Strategies, Impromptu Speaking & Presentation Skills.
- Impromptu Speaking Formulas.
- Debating Skills. Brainstorming, Formal Structure & Timing.
- A 5 Step Plan for Turbo Practising.

**Participants:** Suitable for years **4 to 6** in one session. (Australia) **4 to 8** in one session. (New Zealand)

**Numbers:** **130 plus.** Easily up to 240 Upper Primary participants seated on the floor.

**130 plus.** Easily up to 300 Intermediate participants on seats in front of a stage.

**School Type:** Programme suits large primary schools that need to have 2 sessions or primary schools that go up to year 7 or 8 and NZ Intermediate schools.

**Participation:** This programme has both group and individual participation.

**Rebooking:** This programme can be rebooked every 2yrs in Australia and every 3 yrs in New Zealand.

**Feedback:** Marcelle has been presenting this programme with very positive feedback since 1996.

# High School Programmes

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## High School Programme

## 'PAIN FREE PRESENTATIONS'

75-90 minutes

Provides practical strategies for speaking in formal & informal situations. The presentation includes:

- Attitude, Vocal Variety, Structure, Body Language & Using Presentation Equipment.
- The '**Confident Communication**' Program.
  - 5 Effective Listening Techniques, Feedback & Evaluation Skills.
  - 24 Confident Communication Strategies, Impromptu Speaking & Presentation Skills.
- The '**Prepare Practise Present**' Program
  - Impromptu Speaking Formulas.
  - Debating Skills. Brainstorming, Structure & Timing.
  - A 5 Step Plan For Turbo Practising.
- Interview Skills.
- Marcelle's multiple Trophy Winning 'Speech Recipe' For Prepared Speaking & Essay Writing.

**Participants:** Suitable for any combination of years **7 to 12** in one session.

**Numbers:** **130 plus**. Easily up to 300 participants on seats **in front of a stage**. (Marcelle has presented to 700.)

**School Type:** Programme suits:

- a) Schools that for scheduling reasons want the whole school to attend at one time.
- b) Smaller high schools that need to have all grades attend to make the minimum numbers.
- c) High schools that want to send 2 year groups at a time.
- d) Schools that want to slant the programme's focus.

This programme can be tailored towards:

- **Careers** : Interview Skills for senior students,
- **English**: Oral Presentations, Debating or Drama.
- **Personal Development**: Leadership, Inspiration & Practical Motivation

**Participation:** Marcelle's programme has some group and the opportunity for individual participation.

**Rebooking:** This programme can be rebooked every 1, 2 or 3 yrs.

**Feedback:** Marcelle has been presenting This programme with very positive feedback since 1996.

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# Teacher Development Programme

## Teacher Program

## 'Teaching Talking'

90-120 minutes

How to teach Public speaking when you not all that confident yourself?

The program includes the games and activities that build confidence in Speaking in Public.

### Matter

- Brainstorming, Basic Structure,

### Manner

- Attitude, Vocal Variety, Body Language & Facial Expression
- Timing & Props Or Equipment.

### Method

- Preparation & Practice
- Formulas For Impromptu Speaking, Interviews And Debating.
- Formal Speech Writing.
- Feedback & Evaluation Skills.

Organising Debates And Presentation Events

**Participants:** Suitable for people wanting to teach public speaking skills and encourage confidence in communication in their students.

**Numbers:** Up to 50 participants. Fee: \$520 + GST per session

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# Booking Incentives

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## Larger Primary Groups Incentive

Valued at \$200.00.

Primary Schools that have a total of 240 participants or more attend my afternoon presentation\*, qualify for a free bonus.

Choose either: **TALK TIME** – A Teacher Resource kit that includes the resources to set up a speaking club in your school  
Or **Teaching Talking** – A **FREE 30 minute, 20 participant after school session**. (\*Starting by 3.15pm, on the same day.) for those who are expected to teach Confidence in Public Speaking but who have never been taught how.

This offer **only** applies to Primary schools. To qualify, they must book an afternoon session with a total of more than 240 participants attending.

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## Larger Groups Intermediate & High School Free Workshop Incentive

Valued at \$400.00.

Intermediate & High Schools that have a total of 360 participants or more attend my morning presentations on one day, qualify for a **FREE 30 minute, 40 participant midday session**\*. (\*During lunch time on the same day.)

Choose either: **Youth Leadership** - An enquiry into Leadership Skills for the leaders, prefects & participant council members or **Power Speaking** – A focus on Persuasive Speaking for the Debaters.

This offer **only** applies to intermediate and high schools. To qualify, they must book 1 or 2 morning sessions with a total of more than 360 participants attending. Participants in the free Workshops must have attended a morning session first.

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An Intermediate or High school morning **might** look like:

<b>AM Session 1:</b> 9:00-10:15	<b>AM Session 2:</b> 11-12:15	<b>FREE Workshop:</b> 12:30-1:00	or	<b>AM Session 1:</b> 9:15-10:30	<b>AM Session 2:</b> 11:15-12:30	<b>FREE Workshop:</b> 12:30-1:00
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An afternoon **might** look like:

<b>PM Session</b> (Primary School) 1:50-2:55pm	<b>FREE Workshop</b> 3:10-3:40pm	or	<b>PM Session</b> (High School) 1:50-3:10pm
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## Special requests for bookings not in set tours:

Sydney to Adelaide, Brisbane or Melbourne (other regions can be arranged).

- 1 day trip require a minimum of 625 participants.
  - 2 day trip require a minimum of 925 participants.
  - 3 day trip require a minimum of 1305 participants.
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### Enquires or Bookings:

i2i Management

**Phone: (02) 9365 0053 or 0403 075 556**

Email: [info@i2imanagement.com.au](mailto:info@i2imanagement.com.au) Fax: (02) 9337 3659

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