

Classroom Strategies to make the most of Work-Based Learning

How do you prepare students for a Classroom Speaker?

Instructional Strategy Suggestions from Classroom Teachers

Logistics & Teacher Preparation

- Find out what the speaker will talk about or if they need direction for topics
- Link speaker to class content
- Frame the speaker around a project, either as an intro or a conclusion
- Prepare a handout to use with the presentation
- Frontload what will be covered and relevance to the class

Inform

- Let students know when there will be a speaker
- Let student know why this particular speaker was invited
- Talk about the speaker and his/her background
- Introduce topics that the guest speaker will touch on
- Discussion to familiarize students with industry
- Emphasize the real opportunity it presents in terms of potential career goals
- Share photo/video of guest speaker in action
- Generate some excitement about why they are important

Student Research

- Research speaker - company, experience
- Research the speaker's field and job description
- Visit company website
 - What does this company do, why is it important and what jobs do they offer?
- Look over speaker resume or LinkedIn profile if available to find out about their career path, education and certifications

Prepare Questions

- Ask students to turn in index cards with questions related to the company, industry and speaker
- Create question bank for potential Q&A
- Questions are given to speaker
- Unique questions are used to start Q & A which breaks ice

Integrate concepts into the classroom

- Provide [career context](#) for classroom learning
- Scaffold research using [prepared handouts](#)
- Ensure students are given class time to do research and prepare questions
- Incorporate [essential skills](#) into the classroom
 - Critical Thinking
 - Communication
 - Creativity & Innovation
 - Collaboration & Teamwork
 - Initiative & Self-Management
 - Workplace Context and Culture
- Review professional skills
- Provide students with discussion and [activities](#) around the essential skill you have asked the employer to emphasize

Professionalism and Etiquette

- Classroom behavior discussion
- Put all electronic devices away
- Be polite, they are here for you
- Have students demonstrate the right and wrong way to act with a speaker
- Conversation level

Day of the Presentation

- Introduce the speaker
- Make sure to thank speaker for coming in
- Give the presenter undivided attention
- Give credit to those asking questions
- Provide a handout for students to use
- Keep students engaged and on task
- Model professionalism

Reflection

- Give students time to discuss the experience
- Have students reflect on how this changed their career plans
- Incorporate the concepts discussed into your course