

Preparing your Classification Talk

Write an outline of points you want to cover. Go from general characteristics of your life and career field to the specifics involved in your job today. Examples might include:

- Why you chose your particular business or profession
- In your younger years, what were the meaningful contributors that prepared you for today?
- Has your family played a role?
- Walk us down memory lane – tell us about you, including career highlights and lowlights, family, etc.
- Parts of your job you find most rewarding and most difficult.
- Forecast employment opportunities in your field for the coming decade.
- Advice you would give persons entering your career field.
- How your profession is being impacted by technology, government regulations, and environmental factors.
- Ethical issues you face at work, and how the Rotary 4-Way Test and the Rotary Code of Conduct helps you deal with them.
- What do you hope for as your next milestone in life?

Presenting your Classification Talk / Presentation

- Speak clearly and in an audible tone – **stick to your prepared text or outline** (Doing it once in front of mirror usually helps)
- Use hand movements sparingly –avoid nervous habits such as coughing or twitching.
- Maintain eye contact with your fellow Rotarians and always face your audience.
- Avoid the urge to rush through your presentation; you have plenty of time, usually up to about 30 minutes including Q & A.
- Try to relax as much as possible and put genuine emotion into your voice.
- Visuals such as PowerPoint can be used, but are not necessary.

Always keep in mind, **The Object of Rotary** is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

- **FIRST.** The development of personal relationships as an opportunity for service;
- **SECOND.** High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- **THIRD.** The application of the ideal of service in each Rotarian's personal, business, and community life;
- **FOURTH.** The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.