

THE BIO-SHEET: The following questions are asked in order to gather some initial information about you. The more I know about you, the easier it will be for me to tailor this class to your interests and needs. The information will also be used by your classmate who will interview you, and introduce you to our class. The more information you provide your interviewer the easier it will be for your interviewer to develop an interview schedule (you will all be interviewers and interviewees—**Please fill out this bio-sheet in detail, and bring this back to class on the next class meeting**).

Name: _____ Phone #: _____ Pager #: _____

Email: _____ Where do you live? _____

How long have you lived on Maui? _____ How long have you attended MCC? _____ Date of birth (Optional): _____

Where have you previously lived (if applicable)? _____

What is/are your Major area(s) of study? _____

Why is this your Major area of study? _____

Educational Background:

Schools Attended (Other Universities/colleges & High Schools)	Location	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

Why did you take this class (other than because it may be required)? _____

List 3 goals you want to accomplish in this class this semester. _____

Define "Quality Work:" _____

What Grade do you plan on receiving for your accomplishments and efforts in this class? A B C D

How will you achieve your desired grade? _____

List any previous public speaking you have done, or will do (other than in this class) _____

Rate your enjoyment of public speaking on the following scale (Circle one number -- 1 = loathe, despise, avoid it at all costs; 10 = savor every moment of it, can't get enough of it, you look forward to the next time you can speak in public):

1 2 3 4 5 6 7 8 9 10

What would be your least favorite public speaking situation? _____

What would be your most favorite public speaking situation? _____

What days and times during the week are you free to have group meetings? _____

Role Model (Briefly describe a special person who has had an impact on your life, and why): _____

Community/Campus Activities: _____

List your Hobbies/Interests/Extracurricular activities: _____

Current employment& work experience: _____

At what do you consider your self to be an "expert" (i.e., what are you good at doing, or knowledgeable/passionate about)? _____

What could you competently inform our class about? _____

Supplemental Information (Include travel, special skills, talents, awards, accomplishments, and unique areas of knowledge):

Finish This Sentence: The qualities I look for in a *good public speaker* are... _____

Which of the above qualities do you possess? _____

Have you had any experience using the following? (please describe your experience and circle the selection that best applies to you).

Web Pages _____
A. I can easily access a web page B. I have created a web page C. I am a Web Page Designer

Microsoft PowerPoint _____
A. I can open and view a presentation B. I have created a PP. Presentation C. I am a PowerPoint expert

Video Camera _____
A. I can competently operate a video camera B. I could make a commercial C. Steven Spielberg Wannabe