

R066 INDEPENDENT STUDY TASKS

PLAN YOUR PITCH

- » Plan the **structure** of your pitch (what you will do/discuss and in what order during your pitch). This can be typed up when you get back to school.
- » Plan what you are going to say in your pitch. Basically, plan a **script** that you can rehearse for your pitch.
- » Plan what you are going to put into a **Visual Aid** (a PowerPoint!). When you get back to school, your planning will make producing your final Visual Aid a really quick task.

PREPARE YOUR PITCH

- » Some candidates like to take little **cue cards** into their pitch. You could produce a set of these at home so you're ready to go when you get back to school for your final professional pitch.
- » Besides a PowerPoint, many candidates have **additional Visual Aids** to use within their pitch. Some additional options you could create outside of lessons include:
 - Poster
 - Information leaflet
 - Infographic
 - Business cards

REHEARSE

- » **Practice** your pitch. Start by going through your full pitch on your own, speak out loud if it won't disturb anyone and make sure you're timing it on your phone. Your pitch **must** be at least 5 minutes and no more than 10 minutes long. Audience questions are not included in this time limit.
- » When you're ready, practice your pitch **in front of someone else...** anyone who will listen to you! You should ask them to complete the feedback form (get these from your teacher). Having a couple of completed feedback forms will help when you return to school to make changes to your pitch.

Practice pitch Feedback Form – Task 2	
This form is to be used to record what has been observed during delivery of the practice pitch in Task 2.	
Please read the guidance notes on the following page before completing this form.	
Learner name (delivering the pitch):	
Qualifications:	OCR Level 1/2 Certificate in Enterprise and Marketing
Unit number and title:	Unit R066: Market and pitch a business proposal
Date of pitch:	L.O3: Be able to pitch a proposal to an audience
Description of activity being carried out by the learner:	
Pitch to an internal panel of peers	
When giving feedback to the learner delivering the practice pitch, you should ensure your feedback covers the following areas:	
<ul style="list-style-type: none"> • Verbal skills – Consider how clearly the learner could be understood (both volume and the pace of their speech) and whether the sort of language they used was appropriate for pitching a business proposal • Non-verbal skills – Consider body language, eye contact, posture, hand gestures etc • Use of notes or prompts • Use of visual aids or presentation software – was their use of this effective? • Did the learner project a confident image? Did they seem enthusiastic? • Was the pitch appropriate to the audience that they will be delivering to? • Did they get across enough information about the product in the time available? • Did they manage their time effectively? Was the pitch between 5-10 minutes long (excluding questions)? • Did they give enough time to answer questions from the panel? Were they able to answer the questions satisfactorily? 	