Overview
You have 1 minute to prepare a 1 minute monologue. You are given 3 topics to choose
from. You'll score points for having a good structure and using advanced business
vocabulary.

How to Use Your Preparation Time

1. Quickly choose one of the topics
2. Think of three points
3. Order them by importance (least important to most important)
4. Think of explanations for each point

Structure:

• “I'm going to talk about the importance of ….. [topic]”
or “I'm going to talk what's important when... [topic]”

• “I have 3 main points:
  A, B, and C.” [Short topic headings, e.g. cashflow, motivation, cost]

• “First, A. => This is important because.....”

• “More important than that is B (explain) “

• “But in my opinion, the most important thing is C (because / explain).”

• “So, in conclusion, there are 3 things to consider…”

An Example

Task: What is important when locating new premises?"

“I'm going to talk about what's important when locating new premises. I have three
points: location, cost, and size. First, location. It's ideal to be close to public transport
links and major roads. The better the infrastructure, the farther away workers can live.
More important than that is the cost. All business decisions are based on price - the
property needn't be cheap, but it does have to be good value. But in my opinion, the
most important thing is size. There's no point getting a cheap place in a great location if
it is much too small for the needs of the business. The new premises should be the right
size for the current size of the business, and ideally have expansion potential, too. So in
conclusion, there are three points to consider.”

Pro Tip
Use your fingers to count the points you're making. It'll be like having a flipchart in the
room.