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| Title | **Speak to a known audience in a predictable situation** |
| Level | **3** | **Credits** | **3** |

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| Purpose | People credited with this unit standard are able to give a presentation and deliver a social speech to a known audience in a predictable situation. |

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| Classification | Communication Skills > Interpersonal Communications |

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| Available grade | Achieved |

**Guidance Information**

1 Definition

 The term *predictable situation* refers to an event or occasion with a known audience and a known purpose.

2 For assessment, the candidate must speak to an audience of at least three people. The speech and/or presentation could be face-to-face or in a digital context.

3 A verifier’s checklist is acceptable if accompanied by evidence that includes examples from the candidate’s performance. The presentation and speech must be timed and attested to.

4 For participants from the deaf community, New Zealand Sign Language (NZSL) may be used between signing individuals and a signing group in order to demonstrate the requirements for this unit standard. A sign language interpreter must not be used in a group where all participants are using NZSL.

 For mixed groups of hearing and deaf participants, an interpreter may be used to interpret spoken and signed language only when NZSL users are interacting with hearing participants.

5 All activities relevant to this standard will respect ngā kaupapa o te Tiriti o Waitangi (the principles of the Treaty of Waitangi).

6 All activities will, as relevant to candidates and/or this standard, reflect the peoples of the Pacific and other cultures, and their world views.

**Outcomes and performance criteria**

**Outcome 1**

Give a presentation to a known audience in a predictable situation.

Range the subject of the presentation can be based on personal or audience interest;

the duration of the presentation must be at least five minutes.

**Performance criteria**

1.1 The purpose of the presentation is explained.

1.2 The presentation is consistent with the purpose and appropriate to the audience.

1.3 Any visual aids and demonstrations used are clear and complement the presentation.

1.4 The structure and length of the presentation are suited to the situation.

1.5 Delivery fits the situation, content, and audience.

Range delivery includes – pace, volume, pitch, posture/movement, gestures, eye contact, facial expression, personal presentation.

**Outcome 2**

Deliver a social speech to a known audience in a predictable situation.

Range the speech may include but is not limited to – welcome, farewell, congratulations, thanks, introduction, karakia, whakapapa;

 the duration of speech must be at least three minutes.

**Performance criteria**

2.1 The social speech is consistent with its purpose and is appropriate to the audience.

2.2 The structure and length of the speech are suited to the situation.

2.3 Delivery fits the situation, content, and audience.

Range delivery includes – rhythm, speed, volume, pitch, posture, gestures, eye contact, facial expression, movement, personal presentation.

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| Planned review date | 31 December 2026 |

**Status information and last date for assessment for superseded versions**

| Process | Version | Date | Last Date for Assessment |
| --- | --- | --- | --- |
| Registration | 1 | 26 January 1995 | 31 December 2012 |
| Review | 2 | 9 August 1996 | 31 December 2012 |
| Review | 3 | 24 March 1998 | 31 December 2012 |
| Revision | 4 | 12 September 2002 | 31 December 2012 |
| Review | 5 | 25 July 2006 | 31 December 2013 |
| Review | 6 | 17 November 2011 | 31 December 2020 |
| Rollover | 7 | 24 October 2014 | 31 December 2020 |
| Review | 8 | 16 February 2017 | N/A |
| Review | 9 | XXXX 2021 | N/A |

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| Consent and Moderation Requirements (CMR) reference | 0113 |

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.