## Pre-Assignment

| Topic | My Interest | My Organization’s Interest | Notes (give some insight to your answers) |
| --- | --- | --- | --- |
| Great first impressions |  |  |  |
| Minimizing nervousness |  |  |  |
| Remembering names |  |  |  |
| Media relations |  |  |  |
| Verbal Communication |  |  |  |
| Crisis communication planning |  |  |  |
| Email etiquette |  |  |  |
| Social media in networking |  |  |  |
| Non-verbal communication |  |  |  |
| SMART Goal writing |  |  |  |
| Negotiation skills |  |  |  |
| Writing effectively |  |  |  |
| Making an impact |  |  |  |
| Dressing for success |  |  |  |