

## Focus Text

1. Select a text that is about 250 words long. Choose something that is interesting to you. However, the text should be **non-technical and understandable to others** not in your field. (Your focus text may not be taken from *Speechcraft*.)
  - You can take something from web
  - You can take something from a printed book or magazine
  - You can compose something yourself

If you use a web or print source, be sure to cite your source.

2. Prepare a couple of sentences to **introduce your topic** to your audience. Type this introduction **as the first paragraph** of your focus text. See [*student's introduction*] in the example on the back.
3. Prepare a **double-spaced** printed copy of the text.
4. The introduction + text should not be longer than **one (1) page double-spaced**.
5. Look at the back of this page for an **example of format**. (This example is about 300 words long.)
6. **Turn in a copy** of your printed text.