

§ A WORKSHOP REQUIRING NO PREPARATION §

5-1 Self-introduction / 4-Door Script

Workshop Leader: W.L. Explanation: *

We will be distributing a worksheet to each participant as well as a felt pen for bold entries. The pens are intended one to each person.

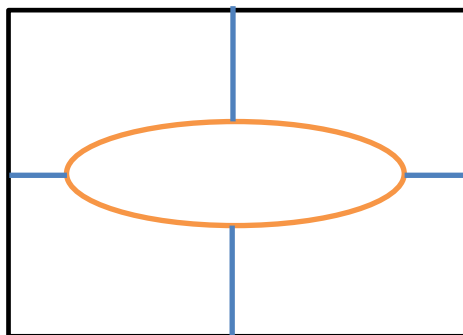
W.L.: We will now begin the “Self-introduction / 4-Door” workshop.

“4 doors” is a method of using 4 separate entries on a worksheet as a visual supplement in introducing ourselves.

This workshop has 2 objectives: The first is to effectively introduce ourselves. In doing that, we come to our second objective, which is to assess the multi-aspects of one’s self by writing down points.

Shall we begin?

(This is an example of a worksheet)



W.L.: First of all, please write your name in the center ellipse.

The surrounding blocks are the “4 doors” into which you will insert a word. What to input? Well, you may write whatever you want to convey about yourself that you feel would be appealing, such as a hobby, favorite color or food, etc. Just try writing down anything that comes to mind now.

I suggest, expressing it in “4 words”, and writing them clearly in the 4 block or doors so that it will be easy for anyone to read.

W.L.: The purpose of the “4 doors” is to quickly introduce yourself using those four appealing words.

Consider your word selections. You will have one minute to write your entries. Begin writing when I say “BEGIN”. You do not have to complete all 4 doors. When the bell rings, the 1 minute will be up and you will (please) stop writing.

W.L.: Are you ready? BEGIN!

(After 1 minute, the bell will ring)

W.L.: Everyone, the 1 minute is over. Do you have a word inserted in each door? NOW, I will finally introduce myself, but before I do that let me present myself in an example of this 4-door introduction technique.

(W.L. begins an example introducing herself by presenting a completed 4-door worksheet.)

* She comments as she points to words in each of the 4 doors.

W.L. : How was that? Fine. I will now select the next person to do a self-introduction.

Ms. A, if you please…… Please show the entry sheet to everyone, and then use the 4-door worksheet to introduce yourself. You will have one minute. I will sound the bell to signal STOP when the minute is over.

(When she is finished, A will select the next presenter. The second presenter, upon completing the self-introduction will then select the third presenter, and so on. In this manner, everyone will have an opportunity for a self-introduction.)

Ms. A, PLEASE BEGIN.

* A worksheet must be filled out by each participant.

* At the appropriate time, the first presenter will select the second presenter.

* If there are a lot of participants then we will set the limit of presentations to 10 self-introductions.

* As each presenter finishes the self-introductions, the W.L. will point out some of the positive aspects of the presentation. This should be received well and appreciatively.

Audience input should also be welcomed and appreciated.

W.L. : (After the presentations are over) All right, everyone, how was it?

With self-introductions, there is so much to say, but by narrowing the points down to 4, one is probably able to have a better impression of one's self.

1. By writing it down, have you come to realize characteristics that you were not fully aware of?

2. In describing yourself in 4 words, are you able to alter various impressions you convey?

3. It would be hard to forget what you are saying, when you write it down.

4. From a listener's stand point, hearing the words and seeing it in writing, makes it easy to understand what the presenter is trying to convey.

* If there is time, rather than comment on the 4 points, the W.L. will try to draw views and positive impressions from the participants. In the event audience has no comments, the W.L. will summarize.

W.L. : Today I was able to get to know all of you and that was a very rewarding experience. This concludes "Self-introduction / 4-Door" .

Thank you very much.

ITC-J 2018-2019 Educational Materials Committee Edit.

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