

Accepting an Award Tip Card Sheet

ACCEPTING AN AWARD



Preparation

- Find out acceptable length of remarks
- Write out key thoughts
- Memorize opening and closing words
- Practice

The following are elements to consider:

Gratitude

- Thank one or two people who played key role
- If others were helpful, reference as a group and acknowledge each one personally later

Recognize Who Nominated You

Here's often an opportunity for a short story

Recognize the Organization Giving the Award

- Show your appreciation
- Honor the group

Share Connection to the Organization

1. When did you first learn of the group?
2. What is your history with the group?
3. Who invited you to the group or to get involved?
4. Mention a significant goal of organization
5. Note key people or events

Why You?

Why are you receiving this award?

Add Humor

If you are comfortable with humor here are three ideas:

- short humorous anecdote
- clever definition or acronym
- humorous mantra that helped you succeed

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