

**Special Occasion Speeches****1. Mastering the Toast**

- Time: 2-3 minutes
- Objectives:
- Recognize the characteristics of a toast.
  - Present a toast honoring an occasion or person.

**2. Speaking in Praise**

- Time: 5-7 minutes
- Objectives:
- Prepare a speech praising or honoring someone, either living or dead.
  - Address five areas concerning the individual and his/her accomplishments.
  - Include anecdotes illustrating points within the speech.

**3. The Roast**

- Time: 3-5 minutes
- Objectives:
- Poke fun at a particular individual in a good-natured way.
  - Adapt and personalize humorous material from other sources.
  - Deliver jokes and humorous stories effectively.

**4. Presenting an Award**

- Time: 3-4 minutes
- Objectives:
- Present an award with dignity and grace.
  - Acknowledge the contributions of the recipient.

**5. Accepting an Award**

- Time: 5-7 minutes
- Objectives:
- Accept an award with dignity, grace and sincerity.
  - Acknowledge the presenting organization.

**Note:** For some speech projects, the presentation time may also include additional segments for such activities as question-and-answer periods, depending on the project.