

1. Now you will be asked to respond to a co-worker. Imagine that you are the head of an important new project. You will be holding a meeting in one week for the people who will be joining the project. You happen to meet a colleague whom you hope will participate in the project. Greet your colleague and be sure to

- Ask if the colleague is planning to attend the meeting
- Explain your role in the project
- Encourage the colleague to attend the meeting and join the project.

You will have 30 seconds to prepare your response. Do not begin speaking until I tell you to do so.

(response time = 60 seconds)