

# **Communications**

## Merit Badge Workbook

This workbook can help you but you still need to read the merit badge pamphlet.

The work space provided for each requirement should be used by the Scout to make notes for discussing the item with his counselor, not for providing the full and complete answers. Each Scout must do each requirement.

No one may add or subtract from the official requirements found in **Boy Scout Requirements** (Pub. 33216 – SKU 34765).

The requirements were last issued or revised in <u>2010</u> • This workbook was updated in <u>June 2012</u>. Scout's Name:\_\_\_\_\_\_ Unit: \_\_\_\_\_ Counselor's Name: \_\_\_\_\_ Counselor's Phone No.: http://www.USScouts.Org • http://www.MeritBadge.Org Please submit errors, omissions, comments or suggestions about this workbook to: Workbooks@USScouts.Org Comments or suggestions for changes to the requirements for the merit badge should be sent to: Merit.Badge@Scouting.Org 1. Do ONE of the following: a. For one day, keep a log in which you describe your communication activities. Keep track of the time and different ways you spend communicating, such as talking person-to-person, listening to teachers or the radio, watching television, reading books and other print media, and using any electronic communication device. Duration Activity Type Time Description

	Discuss with your c	counselor what your log reveals about the importance of communication in your life.			
	Think of ways to improve your communications skills.				
∐ b.	For three days, keep a journal of your listening experiences.  Dates:				
	Date/Time	Listening Experience			
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Scout's Name:

Identify one example of each of the following, and discuss with your counselor when you have listened to: 1. Obtain information A persuasive argument Appreciate or enjoy something 4. Understand someone's feelings c. In a small-group setting, meet with other Scouts or with friends. Have them share personal stories about significant events in their lives that affected them in some way. Take note of how each Scout participates in the group discussion and how effectively he communicates his story. Scout or friend: \_\_\_\_ Personal story: Effectiveness: Scout or friend: Personal story: Effectiveness: Scout or friend: Personal story: Effectiveness:

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Scout's Name:

municati	ons	Scout's Name:			
	Scout or friend:				
	Effectiveness:				
	Scout or friend:				
	Personal story:				
	Effectiveness:				
	Scout or friend:				
	Effectiveness:				
	Report what you have learned to your counselor about the differences you observed in effective communication.				
	List as many ways as you can think of to communicate with others (face-to-face, by telephone, letter, e-mail, text messages, and so on). For each type of communication, discuss with your counselor an instance when that method might not be appropriate or effective.				
	Way to Communicate	When that method might not be appropriate or effective.			

Communications

Communications		ations	Scout's Name:
Do ONE of the following:		E of the following:	
	☐ a.	Think of a creative way to describe	e yourself using, for example, a collage, short story or autobiography, drawing or r skit. Using the aid you created, make a presentation to your counselor about
	b.	Choose a concept, product, or serv	vice in which you have great confidence.
		Build a sales plan based on its goo	od points.
		,	
			gree with, use, or buy your concept, product, or service. After your sales talk, ersuasive you were.
3.	Write a	five-minute speech. Give it at a med	eting of a group.
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20	mmur	nications Scout's Name:	
- L tl	Inte	rview someone you know fairly well, like, or respect because of his or her position, talent, career, or life experiences.	
	the	en actively to learn as much as you can about the person. Then prepare and deliver to your counselor an introduction person as though this person were to be a guest speaker, and include reasons why the audience would want to hear toon speak.	of his
	porc	on speak.	
		Show how you would call to invite this person to speak.	
5.		Attend a public meeting (city council, school board, debate) approved by your counselor where several points of view given on a single issue.	are
		Practice active listening skills and take careful notes of each point of view.	
		Present an objective report that includes all points of view that were expressed, and share this with your counselor	

Со	mmunicat	tions Scout's Name:
6.	With you	ur counselor's approval, develop a plan to teach a skill or inform someone about something.
	☐ Pre	pare teaching aids for your plan.
	Carry or	ut your plan. With your counselor, determine whether the person has learned what you intended.
7.	Do ONE	of the following:
	☐ a.	Write to the editor of a magazine or your local newspaper to express your opinion or share information on any subject you choose.
		Send your message by _ fax, _ e-mail, or _ regular mail.
		Create a web page or blog of special interest to you (for instance, your troop or crew, a hobby, or a sport). Include at least three articles or entries and one photograph or illustration and one link to some other Web page or blog that would be helpful to someone who visits the Web page or blog you have created. It is not necessary to post your Web page or blog to the Internet, but if you decide to do so, you must first share it with your parents and counselor and get their permission.
		Articles:
		Image:
		Link:
	c.	Use desktop publishing to produce a newsletter, brochure, flier, or other printed material for your Scout troop, class at school, or other group. Include at least one article and one photograph or illustration.
		Article:

ommur	nications	Scout's Name:
	Plan a troop court of honor, camp	ofire program, or an interfaith worship service.
	Have the patrol leaders' council a	pprove it, then write the script and prepare the program.

Со	mmunications	Scout's Name:
).	Learn about opportunities in the field of communic	cation
	Choose one career in which you are interested arthe qualifications, education, and preparation it re	nd discuss with your counselor the major responsibilities of that position and equires.
	Career:	
	Responsibilities:	
	Qualifications:	
	Education:	
	Preparation:	

Requirement resources can be found here:

http://www.meritbadge.org/wiki/index.php/Communications#Requirement resources

#### Attachment – (NOTE: It is not necessary to print this page.)

### Important excerpts from the 'Guide To Advancement', No. 33088:

Effective January 1, 2012, the 'Guide to Advancement' (which replaced the publication 'Advancement Committee Policies and Procedures') is now the official Boy Scouts of America source on advancement policies and procedures.

#### [Inside front cover, and 5.0.1.4] — Unauthorized Changes to Advancement Program

No council, committee, district, unit, or individual has the authority to add to, or subtract from, advancement requirements. (There are limited exceptions relating only to youth members with disabilities. For details see section 10, "Advancement for Members With Special Needs".)

#### [Inside front cover, and 7.0.1.1] — The <u>'Guide to Safe Scouting'</u> Applies

Policies and procedures outlined in the 'Guide to Safe Scouting', No. 34416, apply to all BSA activities, including those related to advancement and Eagle Scout service projects. [Note: Always reference the online version, which is updated quarterly.]

#### • [7.0.3.1] — The Buddy System and Certifying Completion

Youth members must not meet one-on-one with adults. Sessions with counselors must take place where others can view the interaction, or the Scout must have a buddy: a friend, parent, guardian, brother, sister, or other relative —or better yet, another Scout working on the same badge— along with him attending the session. When the Scout meets with the counselor, he should bring any required projects. If these cannot be transported, he should present evidence, such as photographs or adult certification. His unit leader, for example, might state that a satisfactory bridge or tower has been built for the Pioneering merit badge, or that meals were prepared for Cooking. If there are questions that requirements were met, a counselor may confirm with adults involved. Once satisfied, the counselor signs the blue card using the date upon which the Scout completed the requirements, or in the case of partials, initials the individual requirements passed.

#### • [7.0.3.2] — Group Instruction

It is acceptable—and sometimes desirable—for merit badges to be taught in group settings. This often occurs at camp and merit badge midways or similar events. Interactive group discussions can support learning. The method can also be attractive to "guest experts" assisting registered and approved counselors. Slide shows, skits, demonstrations, panels, and various other techniques can also be employed, but as any teacher can attest, not everyone will learn all the material.

There must be attention to each individual's projects and his fulfillment of *all* requirements. We must know that every Scout — actually and *personally*— completed them. If, for example, a requirement uses words like "show," "demonstrate," or "discuss," then every Scout must do that. It is unacceptable to award badges on the basis of sitting in classrooms *watching* demonstrations, or remaining silent during discussions. Because of the importance of individual attention in the merit badge plan, group instruction should be limited to those scenarios where the benefits are compelling.

#### [7.0.3.3] — Partial Completions

Scouts need not pass all requirements with one counselor. The Application for Merit Badge has a place to record what has been finished — a "partial." In the center section on the reverse of the blue card, the counselor initials for each requirement passed. In the case of a partial completion, he or she does not retain the counselor's portion of the card. A subsequent counselor may choose not to accept partial work, but this should be rare. A Scout, if he believes he is being treated unfairly, may work with his Scoutmaster to find another counselor. An example for the use of a signed partial would be to take it to camp as proof of prerequisites. Partials have no expiration except the 18th birthday.--