

Making Announcements - "Hype Squad"

Attention, Repetition, Translation



**JUST BECAUSE YOU SAID IT...
DOESN'T MEAN THEY HEARD IT**



Making announcements is more than regurgitating information. It requires that we get their attention, share the information repeatedly, and invite them to translate what they hear.



ATTENTION

Use Your Words

Sometimes all it takes is asking for their attention

- "Can I get your attention?"
- "We have a really important announcement"
- "You're seriously gonna wanna listen to this one..."
- "Alright, listen up!"

Volume

You may need to get louder, but be careful. Raising YOUR volume sometimes gives others license to raise THEIRS.

Sometimes getting quieter or even going silent sends the message for others to tune in.

Body Language

Moving closer or getting to an elevated position might be all it takes to win their attention.

Make sure your facial expressions are telling the same story as your announcement. Is it exciting news? Then tell your face!



REPETITION

Research suggests that the average human needs to hear something 5-7 times before they remember it. This means if you're not repeating it, they're not remembering it. If you're not repeating it, they're not remember it. If you're not repeating it...

Switch It Up

Repeat the information, but do it in a different order or different way

Tell em x3

Tell em what you're gonna tell em, tell em, then tell em what you told em.

Say It Back

You don't have to do all the repeating... have THEM say it back to you!



TRANSLATION

We can help people remember more effectively if we invite them to translate (change or alter) what they have heard into something they see, say, and do.

"Get your phones out and put this in your calendar"

"Take a look at this handout. Do you see the important info?"

"Text your mom right now and tell her about this"

"Test time! Tell your neighbor what I just said"