

# Communications Merit Badge Worksheet:

**This Merit Badge is Eagle Required**

Your Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Date Starting This Merit Badge: \_\_\_\_\_

Counselor's Name: \_\_\_\_\_

How to Contact Your Counselor: \_\_\_\_\_

**Note to the Scout and Merit Badge Counselor:**

**This set of worksheets is meant to facilitate earning this merit badge, but under no circumstances is it meant to be used in lieu of the appropriate BSA merit badge book.**

**Requirements were revised as of 04/01/99.**

1. Develop a plan to teach a skill. Have your merit badge counselor approve the plan. Make teaching aids. Carry out your plan. With the counselor, check to see if the learner has learned.

Skill taught: \_\_\_\_\_

Date taught: \_\_\_\_\_ Taught to: \_\_\_\_\_

Teaching aids used: \_\_\_\_\_

\_\_\_\_\_

Verification that the learner has learned:

- a. Method of verification used: \_\_\_\_\_

\_\_\_\_\_

- b. Results: \_\_\_\_\_

\_\_\_\_\_

2. Choose a product or service. Build a sales plan based on its good points. Try to "sell" the counselor on buying it from you. Talk with the counselor about how well you did in telling about the product or service and convincing the counselor to buy it.

Item chosen: \_\_\_\_\_

Your sales plan (based on good points of the item): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date discussed with counselor: \_\_\_\_\_ Signed off: \_\_\_\_\_

3. Do the following:

- a. Show how you would make a telephone call inviting an expert in the field of your choice to give a demonstration to your unit on that person's area of expertise.

(Imaginary) person you phoned: \_\_\_\_\_

- b. Show how to create an effective recorded message and how to leave a voice-mail message.

Date completed: \_\_\_\_\_ Signed off by: \_\_\_\_\_

4. Do the following:

- a. Write a 5-minute speech. Give it at a meeting of a group.

Speech topic: \_\_\_\_\_

Date given: \_\_\_\_\_

Group addressed: \_\_\_\_\_

- b. Show how to introduce a guest speaker.

Speech attached? \_\_\_\_\_ Date given: \_\_\_\_\_ Signed off by: \_\_\_\_\_

5. Attend a town meeting where two or three points of view are given. Listen and take notes. Make a report from your notes. Tell your troop or patrol what you heard.

Meeting attended: \_\_\_\_\_

Report completed? (attach report): \_\_\_\_\_

Troop/patrol told what you heard? \_\_\_\_\_ Date: \_\_\_\_\_

6. 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). Or, write to an individual or organization to request information (on any subject). Send your message by fax or electronic mail, if possible. Otherwise, mail a traditional paper letter.

Who contacted? \_\_\_\_\_

Copy of letter / e-mail attached? \_\_\_\_\_

- b. Create a page on the World Wide Web for yourself or to give information about your Scout troop, school, or other organization. Include at least one article and one photograph or illustration.

URL: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

- c. Use desktop publishing to produce a newsletter, brochure, flier, or other printed material for your Scout troop, school, chartered organization, or other group. Include at least one article and one photograph or illustration.

Copy attached? \_\_\_\_\_

7. Prepare an autobiographical resume that you would use in applying for a job.

Copy attached? \_\_\_\_\_

8. Check careers in the field of communications. Choose one career and discuss with your counselor the qualifications and preparation needed for it.

Date discussed: \_\_\_\_\_ Signed off by: \_\_\_\_\_

BSA Advancement ID#: 5  
Pamphlet Revision Date: 1997  
Page revised on: April 01, 1999

**In completing all requirements for this merit badge, I have completely read the appropriate BSA merit badge book, and discussed same with my counselor.**

\_\_\_\_\_  
**signed**

\_\_\_\_\_  
**date**

(Source: Courtesy USSSP Merit Badge Requirements, current as of the MB date on this document)