Speak With Focus

Notice how a short report organizes clear information for listeners.

7.C.2.A.i "Report orally on a topic or text or present an opinion. This includes: Clearly communicating information in an organized and succinct manner."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline the sentence that gives the report's main idea. Then write 1, 2, and 3 beside the paragraphs to show the opening, supporting details, and ending.

Why Some Cities Stay Hot

1 Imagine giving a one-minute report about why cities can feel hotter than nearby rural areas. Start with one clear idea: paved surfaces and buildings absorb and hold more heat than grass and trees. This effect is called an urban heat island. During the day, sunlight warms asphalt, concrete, and rooftops. At night, these surfaces release stored heat slowly. As a result, city neighborhoods may stay warmer after sunset, especially where there is little shade or vegetation.

2 Next, choose only details that help listeners understand the main idea. Dark pavement matters because it usually absorbs more sunlight than light-colored surfaces. Trees also matter because their shade keeps sunlight from heating the ground as much. In addition, water released by leaves can cool the air nearby. A short report does not need every fact about city weather. It needs a few connected details that explain why the heat island effect happens and why shade can reduce it.

3 To finish, end with a useful takeaway instead of repeating every detail. For example, a speaker might explain that planting and protecting trees can make neighborhoods more comfortable during hot weather. This ending connects the facts to an action people can understand. Notice the order of the report: name the topic, explain the cause, add supporting details, and end with the takeaway. That order helps an audience follow the information without sorting through unrelated facts or long side stories.

2 ANSWER WITH EVIDENCE

Use the passage

1. What main idea should the speaker state near the beginning of the report?

2. Name two supporting details from paragraph 2 that explain why a city can be hotter.

3. Why does the report leave out many facts about city weather?

4. What order does the passage recommend for organizing a clear report?

3 YOUR TURN

Your own words

Choose one school or community improvement you think would help people. Write a four-sentence plan for a 45-second oral report: state one clear main idea, give two connected details, and end with a useful takeaway. Then give your report aloud to a partner, using your plan. Ask the listener to repeat the main idea and two details in order and suggest one way to make the message clearer or shorter. Revise and repeat any unclear part. Record a brief listener comment below. You may rehearse with teacher support.

ANSWER KEY

Speak With Focus

GRADE 7 · 7.C.2.A.i

PART 1 · READ AND MARK

Underline the sentence that gives the report's main idea. Then write 1, 2, and 3 beside the paragraphs to show the opening, supporting details, and ending. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What main idea should the speaker state near the beginning of the report?	**Paved surfaces and buildings absorb and hold more heat than grass and trees.**
2	Name two supporting details from paragraph 2 that explain why a city can be hotter.	**Dark pavement absorbs more sunlight than light-colored surfaces, and tree shade keeps sunlight from heating the ground as much.**
3	Why does the report leave out many facts about city weather?	**A short report needs only a few connected details that explain the main idea.**
4	What order does the passage recommend for organizing a clear report?	**Name the topic, explain the cause, add supporting details, and end with a takeaway.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Our school should add a covered bike rack near the entrance. It would keep bicycles dry during rain, so more students could ride to school. A rack in one clear area would also prevent bikes from blocking walkways. Adding the rack would make biking safer and easier for students.

Accept equivalent wording for the passage questions when the response identifies the stated main idea, relevant details, and organization. For the open task, accept varied topics if the response has four sentences with a clear claim, two connected details, and a concluding takeaway. Observe the actual report and listener check of the main idea, ordered details and concise focus. About 45 seconds is a practice guide, not a rigid passing cutoff. A written plan alone does not complete the task.