PUBLIC SPEAKING 101
WHY ARE YOU HERE?

• Please remain in your seats and introduce yourself.

• In 1 minute or less tell us why you came to this workshop.

• Be sure to look around the room while you are speaking.

• Make eye contact with everyone.
PUBLIC SPEAKING TIPS

• Know what you want to say

• Use an outline

• Practice your material

• Videotape yourself

• Find out some information about the audience
PUBLIC SPEAKING TIPS

• Know the room

• Visualize yourself speaking in front of the audience

• Do not apologize for feeling nervous

• Observe your listeners’ behaviors

• Manage your time
BODY LANGUAGE
BODY LANGUAGE
TYPES OF SPEECHES

- Informative
  - objects
  - events
  - processes
  - concepts

- Persuasive
  - influence others

- Special Occasions
  - Weddings, graduation
PRESENTATIONS

• Select a partner (the person next to you or anyone in the room).

• Get to know each other within 20 minutes.

• Tell your partner where you are from, your hobbies, anything of interest, and where you see yourself in five years.

• Practice introducing each other in preparation for a group introduction.

• Present your partner to the audience: 2-3 minutes
RECAP

• Here is one more opportunity to speak in public!

Volunteer to share with the audience what you learned today