



# *Second Strike*

## Public Speaking

### 10 Thoughts to make it a little bit easier

Public speaking is often listed as the top fear for most people, even above spiders and death. A little bit of thinking before hand and a few tricks during a speech can make it a lot more relaxed.

Public Speaking is one of those things that someone will eventually make you do. As a leader you will be first in line for these jobs very often. If it isn't something you enjoy, the best way to get through it is to be prepared, which will make you more confident.

#### Preparation:

1. Tell 'em what you're going to say, say it, then tell 'em what you said. Get peoples' attention by reminding them of your topic, even if they've just been told. After you've said everything you wanted to say, end with a summary of your topic. This will really get it into the minds of your audience.
2. An audience can't/won't listen to much information. The shorter you can make it the better. Go straight to the point wherever you can.
3. Practice looking up when speaking. If you are familiar with your speech you won't need to look down so much. Audiences really love eye contact.
4. Try to visit the stage or venue before your speech. Get the feel of it, find out how loud you need to be to be heard at the back of the room. (When the room is full you need to be a bit louder). If you're using a microphone, try and get some practice with it before hand.
5. Prepare a strong finish. "That's what our group thought about the Environment. Thank you!" Try never to look like you're only stopping because you can't think of anything else to say. Eg. "Um, so yeah, that's all" doesn't inspire confidence in your audience.

#### During your speech:

1. Walk directly to the centre of the stage and plant your feet squarely on the ground. This makes you look confident which audiences love, and prevents you from wriggling your legs too much.
2. If you can't make eye contact with your audience easily, try looking at their hair, or the back of the room. Move the direction of your gaze around a bit so that all the audience thinks you're looking at them.
3. NEVER picture the audience in their underwear! If you try, it's likely one of your teachers will be in the audience, and there's no recovery from that!!!
4. If you stumble in your speech, lose your place, or make a mistake, don't worry about it. If they audience even noticed, they don't mind. You are allowed to pause for a few seconds and gather your thoughts. You don't even have to apologise.
5. Timing is important! YOU decide when you're finished. Nobody else can give you permission to finish. BUT, if you go too long someone will cut you off. Get a friend in the audience to give you a signal when you've reached a certain time, like 5 or 10 minutes. Always better to be a little to short than too long.