

# 'FIRST CLASS' RESULTS

- using top tips from the pro's



## First Class Results for Public Speaking

*'All the great speakers were bad speakers at first'*

Public speaking is something that everyone dreads, but whether you are speaking to one person or to a thousand, its only words. The fear of doing it is often far worse than the event itself, and no one was ever stunning the first time they did it, but gradually you improve and learn. And remember, if you miss anything out, no one knows except you!

**1. PRACTICE** 80% of fear can be resolved with good preparation. Know what you are going to say, internalize it, and use notes to remind you. Practice out loud – talk to the TV, the sideboard, and the curtains/cushions. Make eye contact with them and pretend they are your audience!

**2. ACT CONFIDENTLY** If you look confident it helps you to feel confident too. Choose your clothes carefully – what do you feel the best in? Have great posture. Lift up your chin slightly so your sound can come out. Breathe before you speak. Make eye contact with just one person at a time and move your eyes about the audience (imagine you are just speaking to one person at a time).

**3. THE CONFIDENCE CHANNEL** Imagine you have a channel control button in front of you. To the extreme left is the Fear Channel and to the extreme right is the Confident Channel. Tuning into fear will bring you butterflies, anxiety and nervousness. Tuning in to the Confident Channel will bring you excitement, confidence and control! Before you speak to your audience, imagine putting your hand on that control button and whack it up to maximum on the Confidence Channel, then step into your spotlight and deliver ...

**4. EXPECT THE BEST** You can have two trains of thought. One about all the bad things that could go wrong, or one that focuses on the best – being positive and delivering the best performance you can. Having two choices why would you choose fear? Your subconscious mind will work hard to give you the things you are thinking about, so ensure you feed it the right messages!

**5. YOUR MESSAGE** Focus on your message and how it helps the audience. This is YOUR material, so you are in control of what you deliver and the way you deliver it. Even the worst speaker can engage an audience by speaking with PASSION. It's not so much WHAT they say, but HOW they say it!

**6. AND BREATHE ...** When faced with perceived danger, our breathing often changes, and this makes our adrenaline rise (Fight or Flight Response). This breathing exercise gets the butterflies in control. (Remember to breathe from the stomach, not from the chest). Breathe in through the nose for a count of 3, then hold for another count of 3, then breathe out through the mouth for a count of 6 (blow those nerves out).

**7. VOICE** Volume, pitch and pace are important. Being monotone and gabbling won't engage anyone. Breathe in-between sentences and show passion and enthusiasm in your voice. Let it lilt up and down to reflect the meaning of your sentences. Speed up more when you are enthusiastic and trail it down more when you want to bring a more serious note. Most of all, be you and speak from your heart, rather than your notes!