TELL YOUR STORY WITH STYLE: PUBLIC SPEAKING TIPS

with Courtney Coffey, Susan Richards and Evi Loveres
Please sit at the table with the color on your name tag! Ideally, 6 people per table.
Inside a Public High School
“... the daily mix of unexpected things...”
Introduce yourself to your table mates and share one reason why you came
Function of Critiques

• Susan provides critique of Courtney’s speech
• How to improve listening and providing a good critique/evaluation
Cruz, the fearless cat!

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TO OVERCOME FEAR, HERE'S ALL YOU HAVE TO DO: REALIZE THE FEAR IS THERE, AND DO THE ACTION YOU FEAR ANYWAY.

-PETER MCWILLIAMSMATT
BECOMING A BETTER SPEAKER
Public Speaking Tip #1

KNOW THY PURPOSE
GENERAL

● inform
● persuade
● entertain
● inspire

SPECIFIC

“After hearing my presentation, our stakeholders will approve my proposal to increase our marketing budget”
Public Speaking Tip #2

ORGANIZE YOUR THOUGHTS
WRITE FOR THE EAR
YOU CAN SAY...

“Alice’s feet hurt as she walked to town”

OR YOU CAN SAY...

“As Alice trudged along the dirt road town, she winced in pain as the blisters on her aching feet swelled.”
You ain't nothin' but a hound dog
Cryin' all the time...

METAPHOR
Poetically calling things something else.
LIKE
UM
KIND OF
SO
OH
RIGHT
AH
OKAY
I MEAN
YOU KNOW
According to, as a result, for example, for instance, in addition, Let’s begin with, more importantly, this means, to illustrate
Public Speaking Tip #4

KEEP CALM &
TAKE YOUR TIME
When to change your speed

**SLOW**
- Importance,
- Sadness,
- confusion,
- the introduction of new ideas

**FAST**
- indication of urgency
- excitement
- passion
- emotion.
Public Speaking Tip #5

LET YOUR BODY SPEAK
Keep hand movements descriptive.
Public Speaking Tip #6

CHANNEL YOUR INNER WHITNEY HOUSTON
Remember to add Vocal Variety! Monotony is Boring!
Public Speaking Tips Summary

1. Know thy purpose
2. Organize your thoughts
3. Write for the ear
4. Keep calm & take your time
5. Let your body speak
6. Channel your inner Whitney Houston
Getting Over the Fear Factor

Evi:
- Embrace anxiety
- Practice
- “Yes, I want to be in an uncomfortable situation!”

Courtney:
- Fake it till you make it
- Act *as if* you are 100% confident
Preparing to Speak

- Practicing ahead of time is key!
- As you practice, makes notes on what needs adjusting
- Time yourself and make a recording
- Repetition → internalize it
Style Issues: “Are You With Me?”

Keeping audience present and engaged

Audience participation

How to get people engaged when speaking to a large crowd.
Style Issues: Can I just be myself?

• How important is it to come off as completely polished and smooth when speaking publicly? Am I going to lose the respect of my audience if I get flustered at some point?

• I’m quiet and low-key. I’d like to be more engaging without being fake about it.
How can you tailor the angle of the presentation to a particular audience on the fly?

*Ask before you begin speaking, take time to get input from the audience: What do you want to know about this topic? Why did you choose to attend? What are you hoping to get out of this?*

*During the presentation, notice the facial expressions/mood of the room and tailor accordingly. If it’s a long presentation and you see people’s attention wandering... “I think we’ve all gotten to a saturation point, let’s take a 5 minute break to stretch.”*
Write (or Practice) Your Story

10 minutes to write about anything you like.

Pick *any* topic that interests you: a hobby you enjoy; a current T.V. obsession; a significant/transformative moment in your life; current book you are reading or favorite book/movie; story about memorable event/trip; philosophical questions that keep you up at night, your elevator speech...

Time frame for speech: 2—3 minutes

Already have your speech prepared? Practice it!
Preparing for Story Sharing: Table Roles

• One person to volunteer to be **timer** and one person to be **facilitator**.

• **Timer**: Max of 3 minutes each. If speaker goes over: hold up red card. Also need someone to be Timer when timer gives speech.

• **Facilitator**: invite someone to deliver first speech, or you give your speech first. Help keep the sequence in motion.
Decide Roles; Solicit Feedback

- Decide who will be TIMERs and FACILITATOR at your table
- Decide which goals you want specific feedback on from your evaluator (person sitting to your right), and convey to your evaluator.
Story Swap!

• After each speaker: show appreciation with applause. All: Jot down any comments/ questions to share later.
• Timer: Allow 30 seconds after each speech for evaluators to jot down notes.
• After *all speakers* have delivered their speech: Each evaluator shares feedback *to the whole group*.
• You are modeling how to give feedback to each other.
• After feedback shared: time for general questions and comments about each other’s speeches
Whole Group Discussion

• There are X minutes left
• Your choice:
• Volunteers share their story with the whole group?
• Whole group discussion of other topics raised in survey?
Topics from Survey Responses

Content Issues:
Redirect focus from off topic question in artful way?
Coming up with a fun/catchy start?

Style issues:
What do with your hands?
How to transition from slide to slide?
How to keep the audience engaged and participating?

Preparation issues:
What to do when you lose your train of thought and get flustered?
How to stay focused and not go off topic?
How to help others be better presenters?
How to handle impromptu/spontaneous speeches?
UA Toastmasters Club

A group of supportive UA employees, students, members of our community who all want to be better speakers, listeners and leaders.

12-15 active members; a good mix of “pros” & “newbies”
- Organized **weekly club meetings** with prepared speeches, ‘Table Topics’ and different roles assigned to participants to encourage full engagement.
Visit UA Toastmasters Club!

We meet every Friday
12 - 1 PM
College of Education Building
Room 312
QUESTIONS