

top ten tips

Speaking Tips

1. Everybody Freezes

One of the reasons that most human beings would rather die than stand up and speak in public is the fear of a brain freeze – that moment when your mind goes blank and your audience is staring at you, and you’re staring back at them and you think, “This is worse than a root canal!” [Read more>>> http://tinyurl.com/9f6ig6u](http://tinyurl.com/9f6ig6u)

2. Don’t Undermine Yourself

As the parent of a college-bound high school senior, I have done a fair share of college tours. On this particular fall day, a young woman rushed to our waiting group and breathlessly began her spiel. I noticed that she kept pulling her jacket collar up her neck. Again and again. It was distracting. I stopped listening. What is the problem here? [Read more>>> http://tinyurl.com/8kwubjd](http://tinyurl.com/8kwubjd)

3. Make Your Intro and Conclusion Memorable

I recently attended the opening session of a national conference on leadership. The keynote speaker – a successful leader himself – began his speech this way: “Um...thanks for that introduction, I really appreciate it. So...um....I was thinking about this presentation on the ride in, and um....it struck me that I should talk about leadership from the perspective of, ya know, a CEO.” [Read more>>> http://tinyurl.com/8av6257](http://tinyurl.com/8av6257)

4. The Nerves Battle

Last weekend I hosted a portion of an evening’s gala fundraiser for a wonderful local arts organization. It was festive, artistic and fun. There were probably about 175 attendees gathered as I took the stage. [Read more>>> http://tinyurl.com/8phou2r](http://tinyurl.com/8phou2r)

5. Know Your Audience

I presented a workshop on employee engagement at a national conference last summer. I spent sufficient time preparing my content, flow and dare I say, sensational PowerPoint slides. Ready, aim, fire. [Read more>>> http://tinyurl.com/9r3twna](http://tinyurl.com/9r3twna)

6. "Relax, Just be Yourself." Is this good advice?

We have all heard this a million times: "Relax...be yourself...you'll be fine." But when you are preparing to speak and your heart is pounding against your chest and you can’t breathe, relaxing seems like the last thing you can do. [Read more>>> http://tinyurl.com/8e5u68u](http://tinyurl.com/8e5u68u)

7. What Should You Do With Your Hands?

During a recent Speaker Bootcamp, one participant asked, “Does a speaker *have* to use hand gestures?” Our answer: Only on the days of the week that end in Y. [Read more>>> http://tinyurl.com/9ebe3wz](http://tinyurl.com/9ebe3wz)

8. The Things We Carry: Getting Over a Bad Speech

During a long shoveling ritual last winter, I moved the heavy, sleet-drenched snow deposited in our driveway by the city plows and got to thinking about the weight of the snow I was carrying. As I followed this reflective snow daze, I thought about the things we carry as speakers...the heavy memories of presentations gone awry in our personal and professional lives. [Read More>>> http://tinyurl.com/954yhlc](http://tinyurl.com/954yhlc)

9. Should You Memorize Your Speech?

The answer is Yes and No. Is that clear enough? [Read more>>> http://tinyurl.com/9b7v66v](http://tinyurl.com/9b7v66v)

10. Where to Stand?

There is a place for you to stand when you are delivering a PowerPoint presentation. Most of us know not to stand in front of the screen, but after that, do you stand to the right or the left of the screen and whose right or left anyway? Does it really matter that much? [Read more>>> http://tinyurl.com/96cq9kj](http://tinyurl.com/96cq9kj)