

## 10 Impactful Tips to Improve Public Speaking

1. Take a pause before speaking: shows confidence, poise, and control.
  2. Make eye contact with individuals in the crowd instead of continually sweeping your eyes across the room.
  3. Practice speaking drills: for example annunciation techniques such as "A, E, Ah, O, Ooo". of multi-syllable pronunciation, and tone variation.
  4. Avoid starting your speech with "can you hear me": the audience will let you know if you can't be heard. Your opening emphasizes you and sets the tone.
  5. Don't let your movements(i.e. hands) be distracting; allow them to aid your speaking/storytelling.
  6. Learn to project your voice. Despite your voice type you can learn to fill a room without yelling. Imagine you're always talking to the back of the room with power and clarity. (One of the reasoning diction and pronunciation is so crucial) .
  7. Always thank the audience for listening and the people who allowed you to speak, this demonstrates appreciation and good etiquette.
  8. At the beginning of your talk, provide the audience with expectations for the presentation. At the end of your talk, provide takeaways reinforcing the expectation provided at the beginning of the presentations.
  9. Do your research on where you are speaking, to ensure your presentation or statements don't conflict with the information, messages, and values of the facility. If issues arise be sure to be transparent and communicate.
  10. Less is more. For example, if you typically use 5 words when 3 will work, then you need to learn how to use 3.
- **BONUS:** Listen and review your speeches, like athletes review game film. Find ways to make smooth transitions and eliminate filler words(ums, so, etc)