

# Public Speaking Tips



## **Audience:**

\* Make sure your speech is geared towards your audience.

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## **Presentation**

- \* Dress professionally and comfortably.
- \* Make consistent eye contact with the audience. Pick three sections of the room and make an effort to look at each section.
- \* Move on transitions.
- \* Move forward or to the side to add confidence.
- \* Do NOT use a podium if allowed.
- \* Use hand when counting and transitioning.
- \* Keep hands by your side or at belly button level.
- \* Do NOT play with hair or make movements that might distract the audience.

## **Memory**

- \* Find a balance between being too memorized and too spontaneous.
- \* Practice makes better.
- \* Use a key word outline.

## **Practice**

- \* Positively visualize your speech going well.
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