

SPEAK, PRESENT COMMUNICATE!



15 FEAR-BUSTING TIPS FOR SPEAKERS

IT'S SHOWTIME! Congratulations on booking that speaking gig! Will you be addressing your team at an upcoming corporate meeting? Taking the stage at a conference? Accepting an achievement award?

Your moment is coming up, and you'll want to be prepared.

Here are 15 Fear-Busting Tips to help you give the speech that says it all!

1. Begin by asking yourself "how do I feel?" The answer could be, "I'm ready," or "I'm a nervous wreck!" or "I'm not sure."
2. No matter how you're feeling, take a deep breath.
3. **Focus on the breath** as it moves through your body. Deep breaths are the best way to make contact with your body.
4. Acknowledge your tension. Your body knows how it feels and acknowledging nerves or stress begins the process of aligning the mind and body.
5. Scan your body to find out where the tension is.
6. Breathe! Focus your attention on the tense areas and breathe into them. The nervous energy becomes a positive "racehorse energy," ready to explode from the starting gate.
7. Take center stage (wherever it is) with warmth and excitement.
8. Pause to acknowledge the audience and any applause.
9. Project your energy out into the audience, extending it all the way to the last person in the last row.
10. Assume "neutral" position: feet 6 to 8 inches apart with weight equally distributed and hands at your side.
11. Make positive eye contact with a few people or scan the audience with your eyes.
12. Let your face be lit up by the purpose of your speech: Are you there to inspire, to have fun, to explain, to entertain? Express that purpose.
13. Show your enthusiasm, excitement and passion!
14. Breathe once more into any tension and center yourself.
15. Greet your audience and begin!

BONUS TIP: Each time you speak, remember that building a relationship with the audience is key to an effective and successful presentation. While you concentrate on preparing your talk, don't overlook the important dynamic that exists between you and those listening to you. Consider them *your* audience and for however long you're speaking, *own* both that moment and that stage!

For more tips on successful public speaking, or to book a coaching session, visit www.laurieburtontraining.com or call 1(800) 707-5991.

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