

VERBAL SKILLS

Public Speaking

What is Public Speaking ?

What is public speaking

- ▶ Public speaking is the process of speaking to a group of people in a structured, deliberate manner intended to inform, influence, or entertain the listeners.

Why ?

Importance Of Public Speaking

- Demonstrate knowledge
- Increases knowledge
- Impress others
- Develop and shows confidence
- Differentiate you in your workplace
- Opportunity to promote yourself
- Make your business successful



Ways to excel at Public speaking



Let go of your fear



Know what you want to say – the message



Know your audience

Nail Your Public Speaking!



Rehearse, Repeat and Reply!

Preparation is the key

BE PREPARED

Not to fear anymore !

How To Build Confidence In Public Speaking

- Expect to be nervous
- Believe in yourself
- Get confidence in yourself
- Rehearse & practice
- Stand and walk around while you practice



How can I get my audience's attention? (HOOKS)

1. Relate the topic to the audience
2. State the importance of your topic
3. Startle the audience
4. Arouse the curiosity of the audience
5. Question the audience
6. Begin with a quotation
7. Tell a story
8. Tell a joke
9. Use audio or visual aids



Something more about Public speaking

