



# Public Speaking Tips

**Cuyamaca ARC Center**

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An aerial, high-angle view of a dense urban skyline, likely New York City, featuring numerous skyscrapers and buildings. The image is overlaid with a semi-transparent blue filter. A prominent red rectangular box is positioned on the right side of the image, containing the word "Necessity" in white, sans-serif font. Below this box, the text "Why are the Public speaking tips important?" is written in a white, italicized, serif font.

# Necessity

*Why are the Public speaking tips important?*

# BOOST YOUR SKILLS



## Confidence & Critical thinking

- Overcome the fears and insecurities of speaking in front of a crowd
- Develop strategical analysis while writing a speech



## Social & Career Advancements

- Improve personal performance in public
- Good for making social connections and facing career changes



## Communication Competence

- Be more professional and skilled
- Advantages on persuading
- Powerful leadership quality

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# Target Audience

*Who benefits from learning about Public speaking tips?*

# Target Audience



## STUDENTS

Public speaking skills are required in school. They will benefit students to gain better grades in various courses



## TUTORS

This PowerPoint will aid tutors in explaining some essential suggestions to tutees

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# Strategy

*Why are the Public speaking tips?*

# ■ ■ ■ General Dress Codes



According to different courses'/occasions' requirements, strategies might be different

- **Causal professional or professional**
- **No hat**
- **No sunglasses**
- **No exaggerating clothing with distracting patterns**
- **No exaggerating jewelries**

# ■ ■ ■ Be Present



Emotionally  
Physically  
Psychologically

- **Prepare the speech draft ahead of time**
- **Get enough rest the day before giving a speech**
- **Keep eye contact with audiences, front and back, throughout the speech**
- **Put key words in note cards, not the whole speech draft; no reading from the note cards**
- **No monotone; speak clearly and loudly, project your voice**



# ■ ■ ■ Postures



Physical performance  
Move with intent  
Act naturally

- **Standing up straight with confidence**
- **No hands in pockets**
- **No leaning; don't turn your back towards the audience**
- **No pacing around/unnecessary moves**
- **No self touch, such as hair, jewelries, clothing, hands, legs**

# ■ ■ ■ Rehearsal/Practice



Know the speech well  
Be familiar with presenting structure  
Especially with visual aids

- **Timing all practices**
- **Practice with audiences, family members, friends, or classmates**
- **Recording practices could be helpful for self-checking**
- **Pay attention to speaking speed, tone, & voice**
- **Practice with support aids, such as PowerPoint**



## General Tips

- Anxiety & nervousness is normal
- Arrive early, get familiar with the stage
- Remember the audiences are on your side
- Speak to the audiences as it's a conversation
- Don't get too emotional
- Don't be afraid of making mistakes
- Don't repeat information, apologize / confess
- Don't get distracted by audiences or surroundings

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# Success Check

*Check list for insurance?*

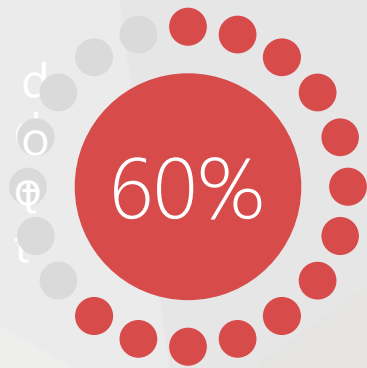
 Success Check



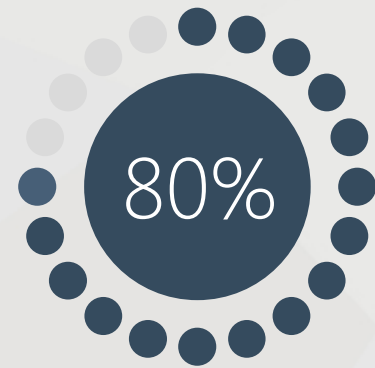
Topic Research



Speech Draft



Visual Aids



Rehearsal/Practice



Clothing



Speech ≈ Speak ≈ Conversation



Preparation is the key to success



Penitence and confidence seal the deal

Practice *like you've never won*  
Perform *like you've never lost*



**Thank you**

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