

# Speech Presentation

The most important thing in your presentation is ...

**Passion**

The audience has **Needs**. They need to:

**See You** - check

**Room set up**

**Visuals - visibility**

**Hear You** - check

**Acoustics**

**Microphone**

You can **Look** better by .....

**Standing Upright**

**Dressing Appropriately**

**Using Gestures**

**Maintaining Eye Contact**

You can **Sound** better by .....

**Pausing**

**Varying your voice Pitch**

**and your voice Volume**

**Projecting Your Voice**

**Exercise:** Choose a spot on the wall about 3m away.  
Practice your speech at this spot.  
Imagine bouncing your voice off this spot.

You can make the audience **Warm** to you by .....

**Smiling**

**Being Conversational**

**Being Enthusiastic**

**Involving the Audience**

Try to **Use Notes** .....

**As Little As Possible**

**Remember to Have** .....

**FUN**