PUBLIC SPEAKING STRATEGIES

The Institute for Learning and Teaching (TILT)
DYNAMIC PRESENTATION
Career development

Gain social or leadership influence

Increase self-confidence & set yourself apart

Improves communication & organization skills

Reduced anxiety when speaking to others

Improved control over emotions & body language
Preparation is KEY!

- Practice in the space you will present in
- Spend lots of time with your content so you really know it
- Visualize yourself speaking
- Don’t apologize for being nervous or making mistakes, just keep rolling
- Research/Know the audience!
In Person: Use tangible activity

**Use an activity that involves the audience!**

- This can be accomplished in a lot of different ways

  - **Survey:** Can be passed on paper if audience is small or even ask for a show of hands if audience is large

  - **Worksheet:** This works really well for educational presentations

  - **Activity involving volunteers:** This gets people out of their seats and builds a connection between speaker and presenter

  - **Connect with your audience:** Arrive to your presentation early and get to know your audience. Connect your information back to what they told you.

**Big idea:** Be creative and encourage participation from the audience
In Person: Move around the room/space

This benefits the audience AND the speaker!

→ Movement keeps blood flowing for the speaker which keeps you lively and energetic

→ When the speaker moves, this requires the audience to follow them, which in turns give the audience some movement

→ Pacing allows the speaker to visit different areas of the audience which adds a personal touch

Big idea: Movement is a good way to energize a presentation
VIRTUAL PRESENTATION
Online: Create dynamic structure

→ Build rapport with the audience
  ◆ Tell a story
  ◆ Use low risk humor
  ◆ Relate through personal experiences

→ High level question asking
  ◆ Aim to balance the conversation
  ◆ Ask engaging question your audience want to answer
    • What’s the most successful thing you did today?

→ Tips:
  ◆ Say hello and ask if they can hear you
  ◆ Low risk interaction: raise your hands, respond in the chat, break out room

Big idea: Identify your strengths and how easily others connect to you.
Online: Add visualization

When online, resources are limited!

➔ Less is more
➔ Use videos when a topic is complicated
➔ Utilize different settings on online meeting platforms to be able to write on the screen

Big Idea: The more ways you can make the presentation easy to understand and appealing, the more interested the audience will be.
Engage With Your Audience... especially online

- Invite the audience to turn cameras on!
  - “Challenge by choice”
- Be comfortable with silence
- Use the features at your disposal
  - Whiteboard
  - Hand Raising
  - Kahoot
- Have a clear professional background
- Imagine your audience if you can’t see them
- Utilize chat to allow people to interact without being self-conscious
Ice Breakers for Virtual Presentations

Get to know you:
- Give a virtual tour of your location “office, study area, living room, kitchen” (and introduce your “assistant” pet)
- Dope & Nope of the week

Fun/Engaging
- Set your background to the conference room from “The Office” (or another favorite show) and play the theme song when you start the meeting
- To make sure that everyone can hear you and to get people talking ask them to point to the location of other people on the screen

Professional
- Kahoot get to know you question/activity
- Shout out to someone who supported you this week
- Pass an imaginary object around the screen and introduce yourself
BACK TO BASICS
Be intentional with your body language
Understand what info you are picking!

More information does not mean more learning.
- Videos
- Outside resources
- Group discussions

Use different Sources such as:
- CSU Library
- Peer-reviewed academic journals
- Google Scholar
- Newspapers
- Edu. articles

Credit sources!
Examples of Unexpected situations
● People join in late
● Distraction / Background noise
● Technology failing
● Temporary lapse of memory
● Horrible presentation

How do we handle them?
● Take pause to collect your thoughts
● Go in with handful backup plans
● Keep your composure and confidence
● Accept not everything will go right
MANAGING NERVOUSNESS
The psychology behind it

- GLOSSOPHOBIA - fear of public speaking
- Association with social anxiety disorder, more than shyness
- 73% of population suffer from speech anxiety, “fight or flight”
  - Pounding heart, shaky hands, quivering voice, muscles tighten
- Underline fear of judgment, negative evaluation by others
- Myths
  - Public speaking is a born skill
  - Having an adrenaline rush is a sign of inadequacy
Relaxation exercises

- Shake down
- Arrive early & collect yourself
- Add your unique touch
- Grounding exercises
- Breathing $\rightarrow$ emotional reaction
- Set your Power Pose for during the presentation
- Positive self talk & visualization
Self Reflection Questions

→ Ask yourself these questions

⇒ Do I have adequate **knowledge/research** on the topic of my presentation?
⇒ How many hours have I spent practicing?
⇒ Do I have strategies planned to engage my audience?
⇒ Am I prepared to deal with unexpected difficulties and slips in my presentation?
⇒ Can I feel comfortable saying “I don't know the answer to your question”?
⇒ Can you turn the question back to audience if appropriate?
⇒ What else can I do to prepare?
VIDEO EXAMPLES
Title: TED’s secret to great public speaking - Chris Anderson

7:56 minutes

https://www.youtube.com/watch?v=-FOCpMAww28
Title: Develop a Conversational Public Speaking Style

4:17 minutes

https://www.youtube.com/watch?v=tkJqyP0ZKAw
Title: 4 essential body language tips

2:27 minutes

https://www.youtube.com/watch?v=_3sI-Gm0l60&t=13s
Title: Dananjaya Hettiarachchi - World Champion of Public Speaking 2014 - Full Speech

7:53 minutes

https://www.youtube.com/watch?v=bbz2boNSeL0
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Thank you