

# TEN AMAZING NOT TO BE MISSED TIPS TO GET YOUR TEETH INTO



FOR SPEAKING AND PRESENTING  
LIKE AN EXPERT...

ONE

**The three P's...** Planning, Preparation & Practice. These are the most important three P's you will ever come across in the speaking world. Planning Always plan what you want to say. Preparation Wow there is so much to remember... Well get organised and create a to do list. Practice Simply Practice, Practice, Practice.

TWO

**You are the EXPERT...** The fact is if you don't believe that you are an expert at what you do, then what chance have you got of convincing others when you stand up to present.

THREE

**Story telling...** People love stories and since our first memories as a child we have listened to stories. Stories allow the listeners to create pictures in their mind and visualise the journey that the speaker is trying to create. Stories are also great for the speaker as they are easy to remember therefore reducing or eliminating the need for speaker notes.

FOUR

**No one knows what you are going to say...** Many of us worry that we will forget our words or muck things up. But it doesn't matter as no one knows what you are going to say or what you have forgotten to communicate. You are in control. Keep calm, focus and keep going.

FIVE

**The power of ... .. the pause...** The power of the pause is the best-kept secret in public speaking. The pause can create emotion and effect, but if you "umm" and "err", it can dilute or even eliminate them altogether. PAUSE! Take a breath, think and then continue!

SIX

**Eye contact...** Good eye contact keeps the audience focused on listening and watching you. Share the love around the room and try to make eye contact with everyone from the front row to the back row.

SEVEN

**Keep it short, simple and leave the audience wanting more...** Leave the audience wanting more. This way the audience are more likely to engage with you and ask questions after your presentation or make contact in the future. Never over-run your allotted time slot. You won't be liked by the audience or the speaker who follows you.

EIGHT

**Death by PowerPoint...** It is very simple. If using presentation slides, keep the slides clean, use as little text as possible, make sure the font is legible in both size and style. Don't use graphs unless essential, use high-resolution pictures and remember, a picture can say 1000 words.

NINE

**Be prepared for the unexpected...** At some point whilst you are speaking, when the audience is tuned in and engaged, something unexpected may happen. You are the professional and the expert in the room; everyone is counting on you to know what to do and direct them if required, therefore don't let them down. Remember the three P's - Planning, Preparation and Practice.

TEN

**Have fun!** Having fun is so important when you are speaking on stage to thousands or even in a room to a few familiar faces. If you are having fun and enjoying the moment with a smile on your face, then you can bet your audience are too. Enjoy, have fun and smile!

DO YOU WANT TO GAIN CONFIDENCE IN DELIVERING  
A MEMORABLE AND INTERESTING PRESENTATION?

DO YOU WANT TO LEARN HOW TO INSTANTLY  
ENGAGE WITH THE AUDIENCE IN THE ROOM?

then join David on our next  
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