



“The quality of your communication is the response you get.”

- Anthony Robbins

Public speaking is an art.
It is a skill.
It requires practice.
Public speaking can be learned.

“Life is a series of Presentation.”

- Tony Jeary

Public speaking is having something good to say to people and learning to say it well to people.

Discipline No.1: Have something good to say.

1. Have something good to say.

Error in judgement: I have nothing to say.

Key: Purpose.

1. Have something good to say.

INFORM, INSPIRE, or,
INFLUENCE

1. Have something good to say.

Challenge the Mind.
Touch a Heart.
Tickle the Funny Bone.

Discipline No.2: Organize it well.

2. Organize it well.

Error in judgement: What I say has no structure and direction.

Key: Preparation

2. Organize it well.

Part of any speech:

Title
Opening
Body
Closing or conclusion

2. Organize it well.

Secret of Public Speakers:
Speech Patterns

2. Organize it well.

Toastmasters International Speech Patterns:

<u>Position</u>	<u>Story</u>	<u>Compare &</u>
<u>Reason</u>	<u>Message</u>	<u>Contrast</u>
<u>Example</u>	<u>Gain</u>	
<u>Position</u>		

2. Organize it well.

POSITION	REASON	EXAMPLE	POSITION
STORY		MESSAGE	GAIN
COMPARE		CONTRAST	

Discipline No.3: Say it well.

3. Say it well.

Error in judgement: How I say it does not matter.

Key: Presentation.

3. Say it well.



Never apologize to the audience for your speech.

3. Say it well.

a. Vocal Variety: Use your voice.

Elements for Vocal Variety:

- Rhythm
- Tone
- Volume
- Pitch

3. Say it well.

b. Proper Posture

- Blocking
- Stance
- Gestures

3. Say it well.

c. Visual Aid

- Engaging
- Relevant

3. Say it well.

- Slogan
- Large
- Illustration
- Directional
- Erase
- Speech

* James Humes (Speak like Churchill, Stand like Lincoln)

3. Say it well.

d. Work with words.

**Discipline No.4: Communicate
to connect.**

4. Communicate to connect.

Error in judgement: I don't meet
the needs of the audience.

Key: People.

4. Communicate to connect.

Always consider your audience when making a talk or presentation.

4. Communicate to connect.

- ☑ Survey the audience.
- ☑ Find their needs.
- ☑ Engage the audience.

4. Communicate to connect.

- ☑ Vary your voice.
- ☑ Relevant Materials.
- ☑ No Information Overload.
- ☑ Use Appropriate Humor
- ☑ Maintain Eye Contact.

Discipline No.5: Practice Perfectly.

5. Practice Perfectly.

Error in judgement: Practice makes perfect.

Key: Practice with feedback.

5. Practice Perfectly.

“Proper preparation creates permanence.”

-Chris Beatty
Vocal & Speech Coach

Discipline No.6: Maintain an Arsenal.

6. Maintain an Arsenal.

Error in judgement: What I have is enough.

Keys: Presentation Arsenal.

Discipline No.7: Speak Better Next Time.

7. Speak Better Next Time.

Error in judgement: Ayoko na..OK na.

Keys: Persistence.

The purpose of public speaking is CHANGE.

“People don’t change their decision, they make new ones.”

-Zig Ziglar