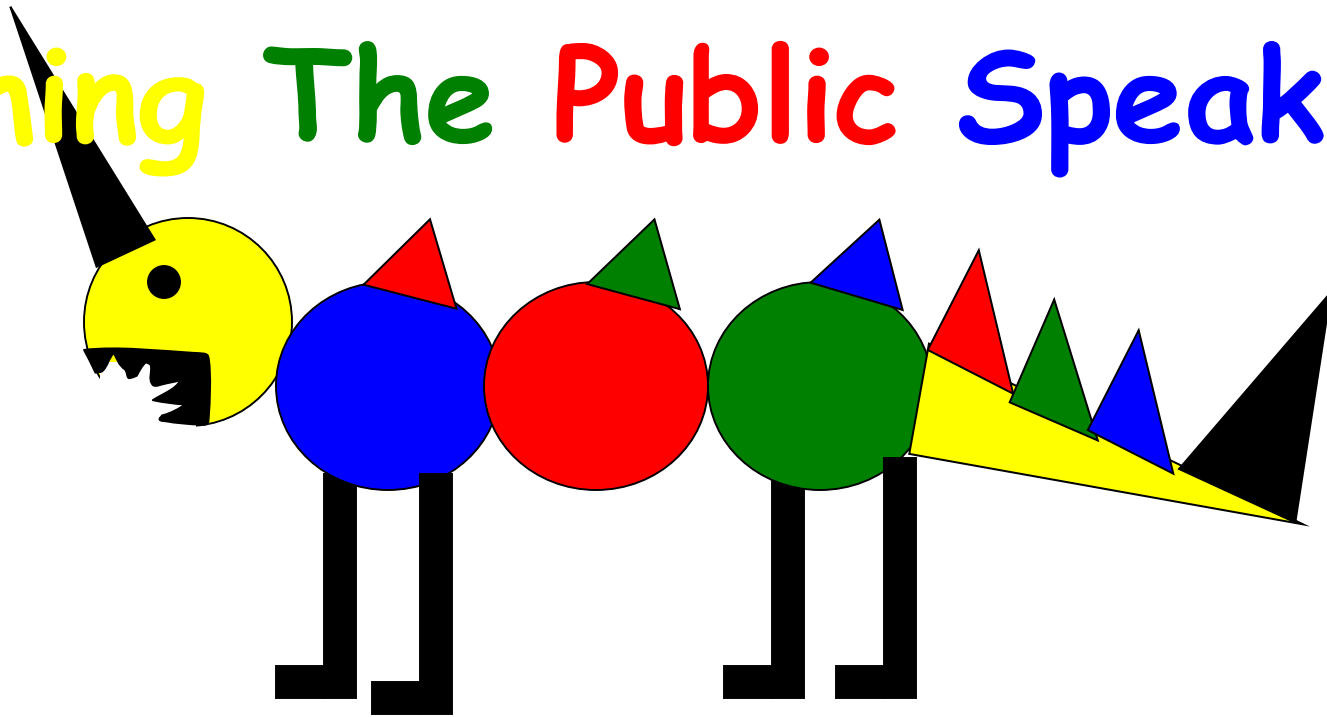


# Taming The Public Speaking



MONSTER!!!



Developed by:  
Cheryl Newberry  
District Program Specialist  
4-H Youth Development



# Preparing Your Speech

- Select a Topic
  - Does it fit me?
  - Does the topic fit my capabilities, knowledge, experience & intelligence?
  - Does the topic fit my audience?
  - Does the topic fit the occasion?
  - Can the topic be covered properly with the time allotted?

# More Help Determining Your Topic



- What's your favorite 4-H Project?
- What is your RECORD BOOK in?
- What is the cutting edge issues and/or research related to your project right now?
- What is your favorite hobby?
- What is something new you've learned you would like to share with others?
- What else could help you decide on the topic?

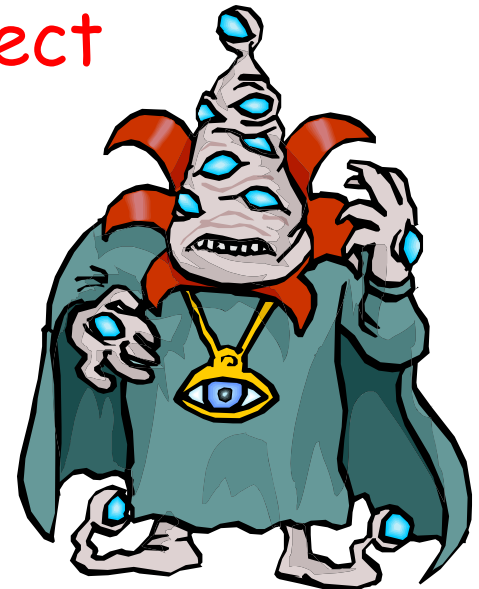
# Preparing Your Speech

- Plan Your Purpose
  - Entertain
  - Inform
  - Stimulate (emotional or inspirational)
  - Convince or persuade
  - Actuate (secure action from listeners)
  - Combination of purposes



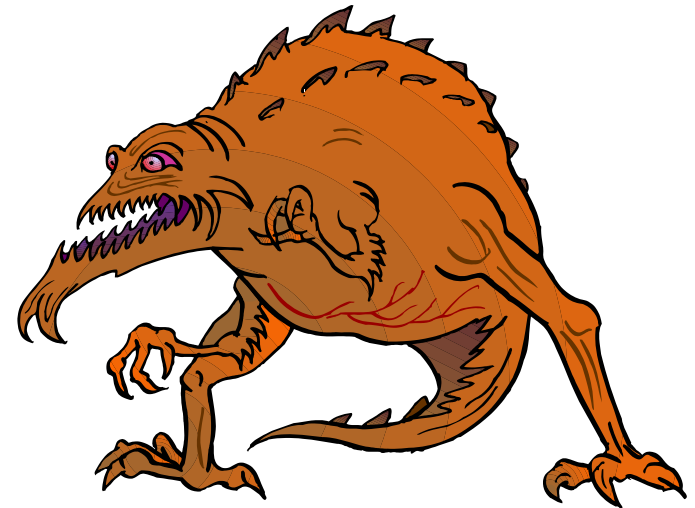
# Preparing Your Speech

- After you decide the purpose...
  - Write out the purpose of your speech in clear and precise terms
  - Write yourself dry on the subject
  - Research the topic if needed
  - Organize your material

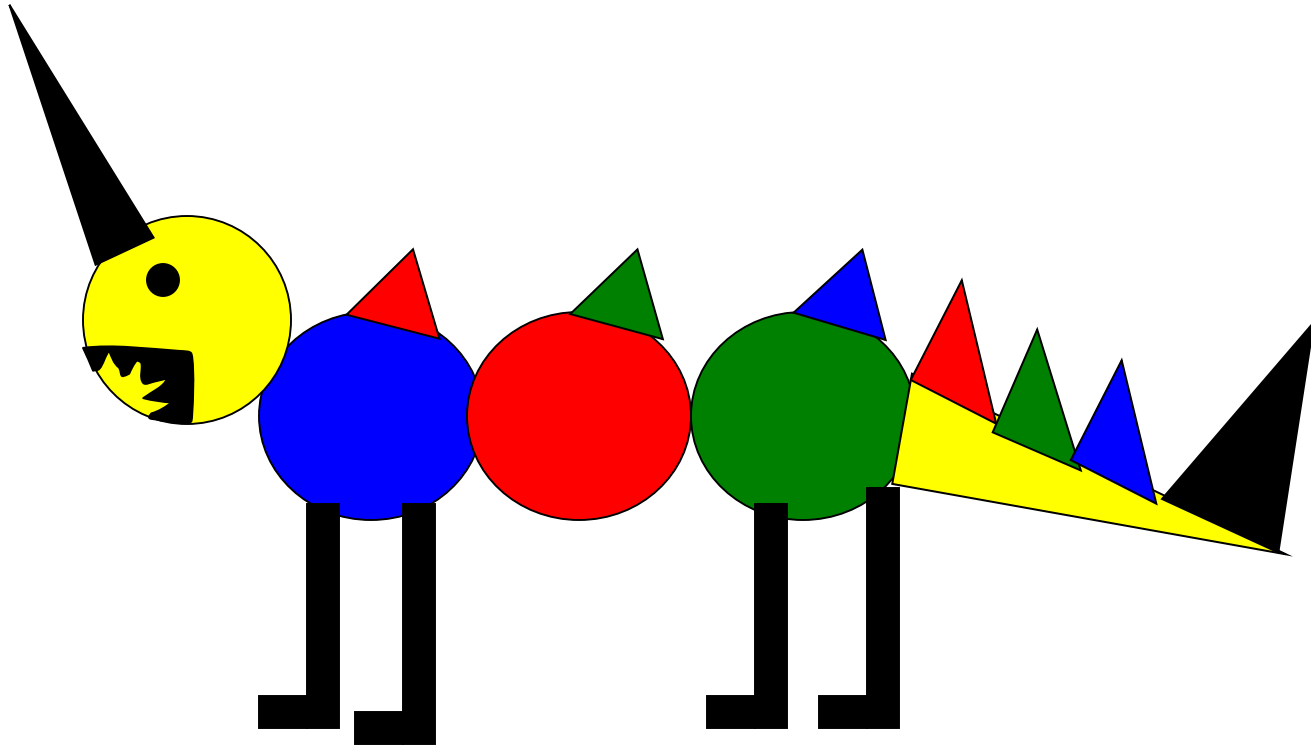


# Parts of a Speech

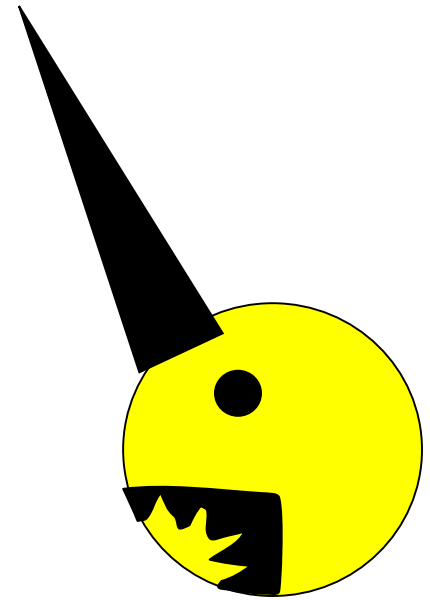
- Introduction: 10-15 percent
- Body: 75 percent
- Conclusion: 10 percent



# The Public Speaking Monster



# Parts of a Speech



- Introduction

"Your first ten words are more important than your next ten minutes."

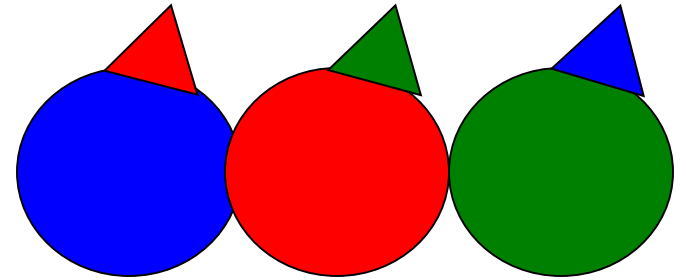
- Attention Getter

- Personal narrative
- Startling statement of fact
- Quote
- Appropriate story

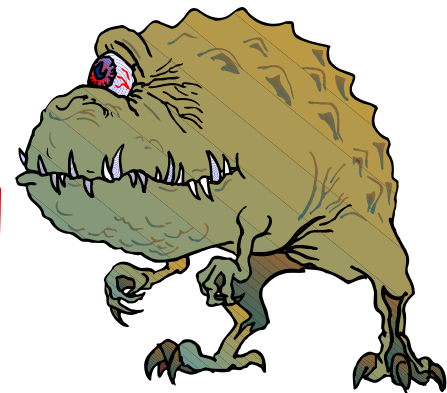




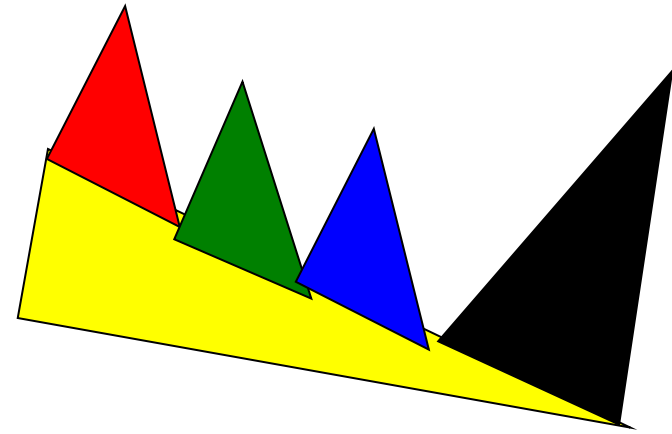
# Parts of a Speech



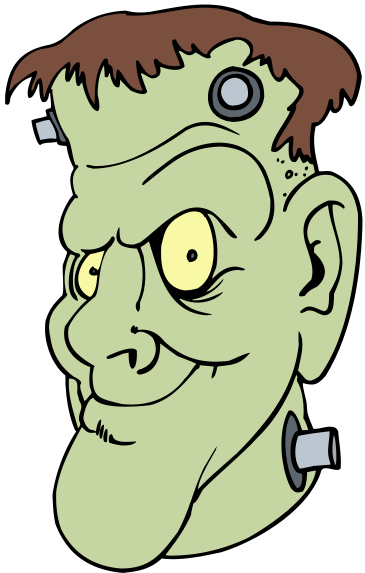
- Body
  - Longest part of your presentation
  - Give important facts you are covering
    - 2-5 main points each supported by 2 illustrations
  - Each fact/point should have a lead sentence than conveys your basic thought
  - Stick to the subject
  - Give examples
  - Make your language simple and colorful



# Parts of a Speech

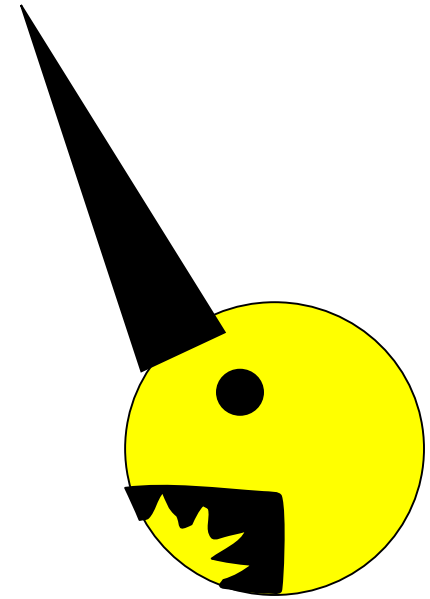


- Conclusion
  - Wrap it all up
  - Do not introduce new material
  - End with the idea you most want remembered
  - Summarize without repeating the speech
  - Stop talking before you begin walking away
  - Summarize important points one by one
  - Use a quote, story or poem that summarizes the importance of what you have said
  - Ask the audience questions - then answer them!
  - Call for action on the part of the audience - challenge them!

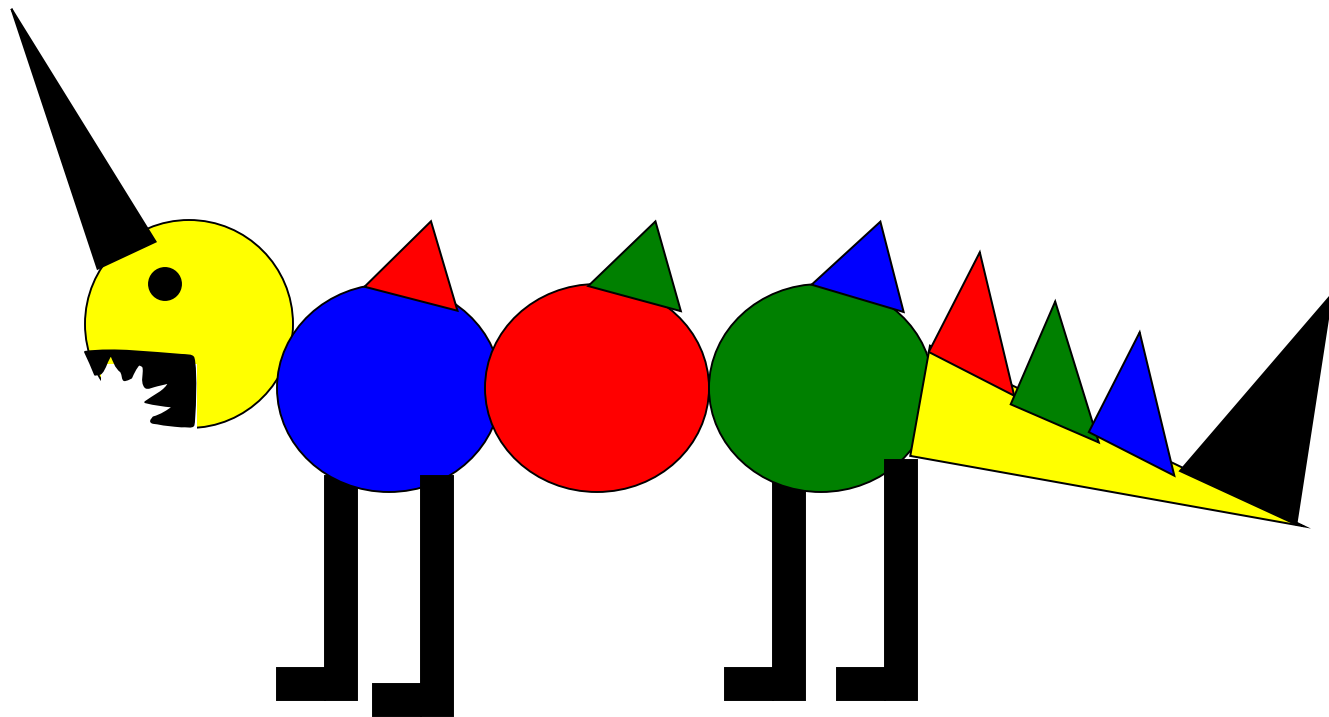


# Delivering Your Speech

- Speak Up!
- Establish Eye Contact
- Check Posture
- Watch Hands
- Choose Words Carefully
- Keep It Moving
- Make a Graceful Exit



# The Public Speaking Monster

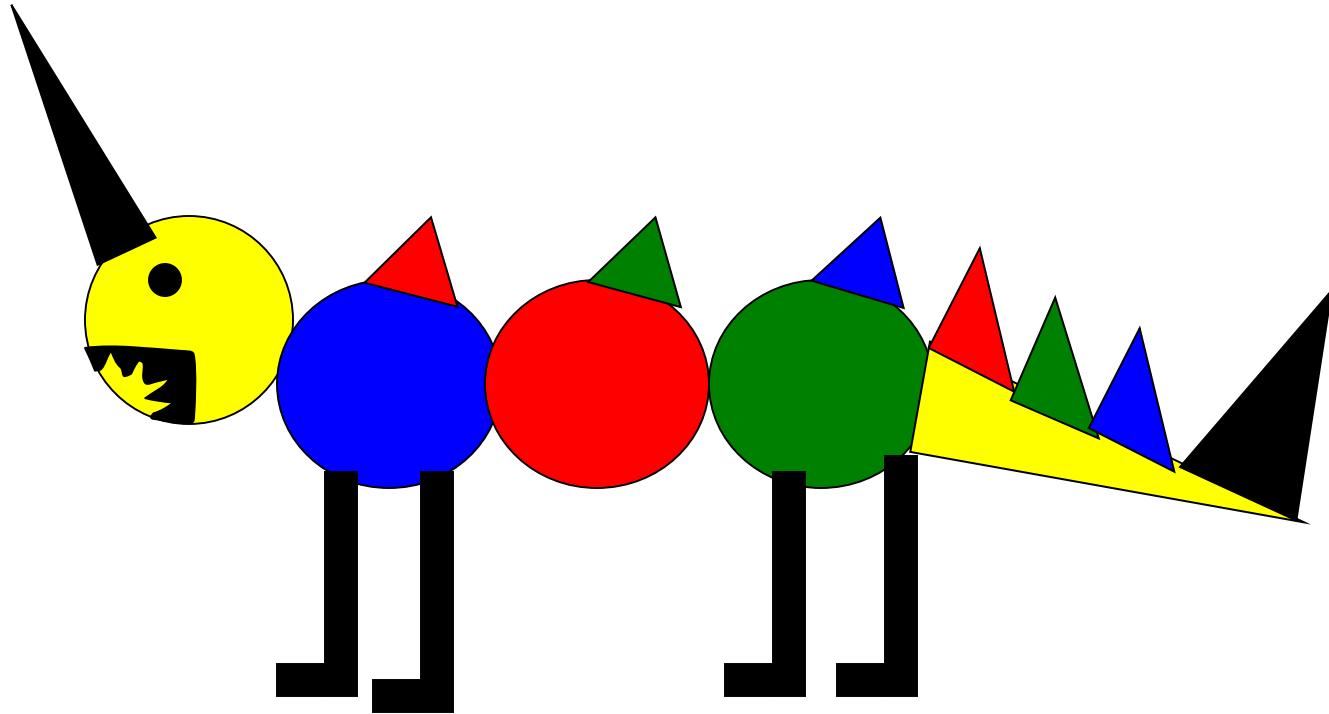


# Taming The Monster

- Practicing public speaking skills through hands on activities
  - Alphabet and Number Lectures
  - Presentations In A Bag
  - Monster Cards



Go Tame the  
Public Speaking Monster!



Good Luck!!!