**Powerful Presentations…tried-n-true Tools, Tips, Techniques!**

**Solid Structure** = **\_\_\_\_\_\_** **you set it up** **Compelling Content** = **\_\_\_\_\_\_\_ you say**

**MC900027082[1]**

**Dynamic Delivery** = **\_\_\_\_\_\_\_\_ you say it**

**WOW is WithOutWalls**

**Lengthen** each side of the triangle to **\_\_\_\_\_\_\_\_\_\_\_\_**the distance between you and your audience.

Speaking is not about perfection; it’s about **Connection**!

Speaking is an opportunity to be forgotten or **Remembered**!

Speaking is not about giving out information; it’s about **Communicating** and **getting through!**

1. **STRUCTURE**: must be solid (what is loose is lost!) 7 secs \_\_\_\_\_\_\_\_\_\_\_\_ 35 secs \_\_\_\_\_\_\_\_\_

Opening: (law of primacy People remember what they hear \_\_\_\_\_\_\_\_\_\_\_

Mistake: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3 Parts to an Opening**

* Big Bang 4 ways to open \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Big Promise

Higher E\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or be highly \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by others

D\_\_\_\_ more

G\_\_\_\_\_\_ more in \_\_\_\_\_\_\_\_\_\_\_\_ or in \_\_\_\_\_\_\_\_\_\_\_\_\_\_

E \_\_\_\_\_\_\_ life more..less stress, less frustration

* Roadmap \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Closing:** (law of recency) People remember what they hear\_\_\_\_\_\_\_\_\_\_\_\_

**Close with Impact** (how)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. CONTENT**Make your **message memorable** so they will **buy in** and **take action**!

**Point** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What do you want audience to think, feel, say or do DIFFERENTLY after you speak? “Start with the end in mind.” *Steven Covey*

Biggest mistake: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *“A confused mind says NO! A clear mind says Go! (Craig Valentine 1999 WCPS*

**Anchors:** 4 kinds \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Use of story***: involves audience intellectually and emotionally Facts only tell, but stories sell!

“Emotion is the fast lane to the brain.” Doug Stevenson

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Sale**: *“Push them into the Pull”*

You know what your specific audience wants to \_\_\_\_\_\_\_\_\_ and what they want to \_\_\_\_\_\_\_\_\_\_\_\_\_

**Use If** **then** statements….

If you don’t then 🡪 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ But if you do then 🡪\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. DELIVERY***(verbal and nonverbal techniques)*

Speaking is about making **Content Come Alive**…transforming a 1 dimensional text into a **3D experience!**

Mistake 1: ***“Sameness is the enemy of the speaker.”*** Patricia Fripp

* **Voice:** Projection \_\_\_\_\_\_\_\_\_\_\_ Pace \_\_\_\_\_\_\_\_\_\_\_ Pitch \_\_\_\_\_\_\_\_\_\_ Pause\_\_\_\_\_\_\_\_\_\_
* **Emotion \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Methodology**-power of pace elements...polls, chat, breakout rooms, large group shares, telling a story

Mistake 2: **Speaking to the Entire Group: When you speak to all you speak to no one.**

Use the most important word in speaking \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mistake 3**: trying to be perfect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4. INTRODUCTION**: Ensure intro is relevant to your **TOPIC**, **AUDIENCE** & **SPECIFIC PURPOSE**

**1.  Start off about them \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2.  Make a promise with\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3.  Mention credentials but ONLY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Speaking is a journey where you grab the audience’s attention at the start, engage them throughout

and take them back home but to a more enlightened place!

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Speaking is a process that can be **learned by anyone**! You need 4 ingredients:

**time, practice, in front of live audiences, the correct tips, tools and techniques**

Which tips do you need to enhance your own speaking skills

so you can Present with Power and Persuade with Ease?