

# Public Speaking Success Formula

## **Presence:**

- Eye contact: You look at members of the audience (no floor, wall, ceiling etc.)
- Delivery: Words are spoken smoothly without stuttering or unnecessary pausing
- Volume: You speak loudly so that everyone in the room can hear you easily.
- Pronunciation: Words are spoken very clearly. (no mumbling)
- Expression: Ideas are expressed with emotion, feeling, passion!!!
- Body Language: Facial expression & hand gestures are used strategically to emphasize ideas.
- Memorization: Material is well rehearsed & you do not depend on cards.

## **Content:**

- Point of View: You present a clear and original opinion on something important to you.
- Topic: The topic of your speech is appropriate for school, yet still of interest to most if not all your classmates.
- Knowledge of Topic: You display understanding and knowledge of your topic. It is well researched.
- Creativity: You present your ideas with imagination, clearly different than another would. Try to do or say something your audience does not expect.
- Structure:
  - Stimulating Intro: Get your audience's attention.
  - Continuity & Coherence: The ideas flow. You do not jump from one idea to another.
  - Conclusion: You restate your main idea in an interesting and entertaining way.

## **Language:**

- Grammar: Excellent sentence structure is maintained. (Avoid "like...", "eh", "ya know", "well", "um", etc.)
- Vocabulary: Sound English is maintained. Use exciting words! (Avoid slang, swearing, etc.)

## **General Guidelines:**

- 3 to 5 minutes
- No props
- Speak on something you know well and feel strongly about.
- Topic approved by the teacher.
- There will be no repeat topics. (Two students may not speak on the same topic.)
- No biographies.
- 10 cm x 6 cm cards may be used to put notes on. (5 card maximum)

**Topic Selection: Organizing My Speech**

Name:

Date:

Topic:

Thesis you are arguing in favour of (i.e. for or against): \_\_\_\_\_

**My Introduction:**

You need a powerful opening after you say your title. It could be a joke, a saying from someone "famous" or a hypothetical situation. You should not start your main speech information here. Write your opening below:

**Defining Your Terms:**

The audience needs to know what you are talking about, at least in a general way. A dictionary definition can work, but it is often too dry. How are you setting the boundaries of your talk?

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**Listing Your Main Arguments / Talking Points:**

Most speakers limit themselves to three aspects of their main topic. Three is a very popular choice, but it does not mean that you cannot have four or more. Name your talking points below and under each list the features you want to stress about each one. Usually your best argument or point is last and your weakest one is in the middle.

#1 _____	#2 _____	#3 _____
-	-	-
-	-	-
-	-	-
-	-	-

Books, articles or web materials I considered:

_____	_____
_____	_____
_____	_____