Speak With Confidence

The Benefits of Speaking with Confidence

- Improve your personal and professional reputation
- Be part of the decision making process
- Be concise with your communications
- Make others trust and respect you
- Have the ability to deal with anyone
- Be perceived as authentic
- Be perceived as an expert
- Make the right first impressions
- Persuade many people at once

How Planning your Speaking will help

- Planning will provide you with options
- Planning helps your words flow
- Planning helps you to focus
- Having a backup plan
- Planning can help you anticipate
- Eliminate errors with your speaking

Using Body Language for more Confident Speaking

- Make good eye contact
- Use the correct hand gestures
- Use the right facial expressions
- Identify and eradicate bad mannerisms

The Power of the Pause

- Pausing boosts your confidence
- Taking pauses gives you control over your body
- Pausing helps you to focus
- Add energy to your speech with a pause
- Pauses help to increase engagement
- Give your audience time to reflect
- You think much faster than you talk
- Eliminate filler words with pauses
- Practice your pausing
- Control your fear with pauses
- Pause after you ask questions

Confident Speaking Best Practices

- Understand the benefits of speaking with confidence
- Develop the traits of confident speakers
- Plan your speaking
- Improve your conversation skills
- Use the right body language
- Use voice inflection for confident speech
- Use the power of the pause
- Improve your public speaking skills

The Traits of Confident Speakers

- Confidence
- Telling stories
- Speak with passion
- Being concise
- Reading the signs

How to Improve your Communication Skills

- Know your intention
- Use a friendly approach
- Use conversation starters
- Use the bookmarking technique
- Get people excited
- Tell stories
- Encourage a response
- Exit making an impression

Use Voice Inflection to Speak Confidently

- Learn to speak from your diaphragm
- Add a smile to your speaking
- Relax your throat with a jaw massage
- Enunciate your words
- Make your breathing slower
- Identify your natural pitch
- Lower your voice a little
- Mimic the voice tones of others

Improve your Public Speaking Skills

- Practice to reduce nervousness
- Know your audience
- Be a persuasive speaker
- Allow interaction and look for feedback
- Be yourself
- Tell stories and be humorous
- Use an outline rather than a script
- Start and end in a great way
- Get your visuals right
- Move in the right way