

# PUBLIC SPEAKING FOR LEADING CADETS

THE NAVY LEAGUE OF CANADA – ALBERTA DIVISION



# A Little Inspiration!

<https://www.youtube.com/watch?v=oWCrSxjppaA>





# Picking a Topic

- What do you like to do?
- What is important to you?
- Something you're passionate about.
- Think about stories.



# Three Key Parts in a Speech

- Introduction (Beginning)
- Body (Middle)
- Conclusion (End)





# Introduction (Beginning)

- Grab the audience's attention.
- Start with an interesting fact.
- Start with a story.



# Body (Middle)

- 3 main points about that topic.
- Use personal stories.





# Conclusion (End)

- Signal the end (in conclusion, in summary).
- Key takeaway.
- The ask – what do you want the audience to do?
- Final thought.



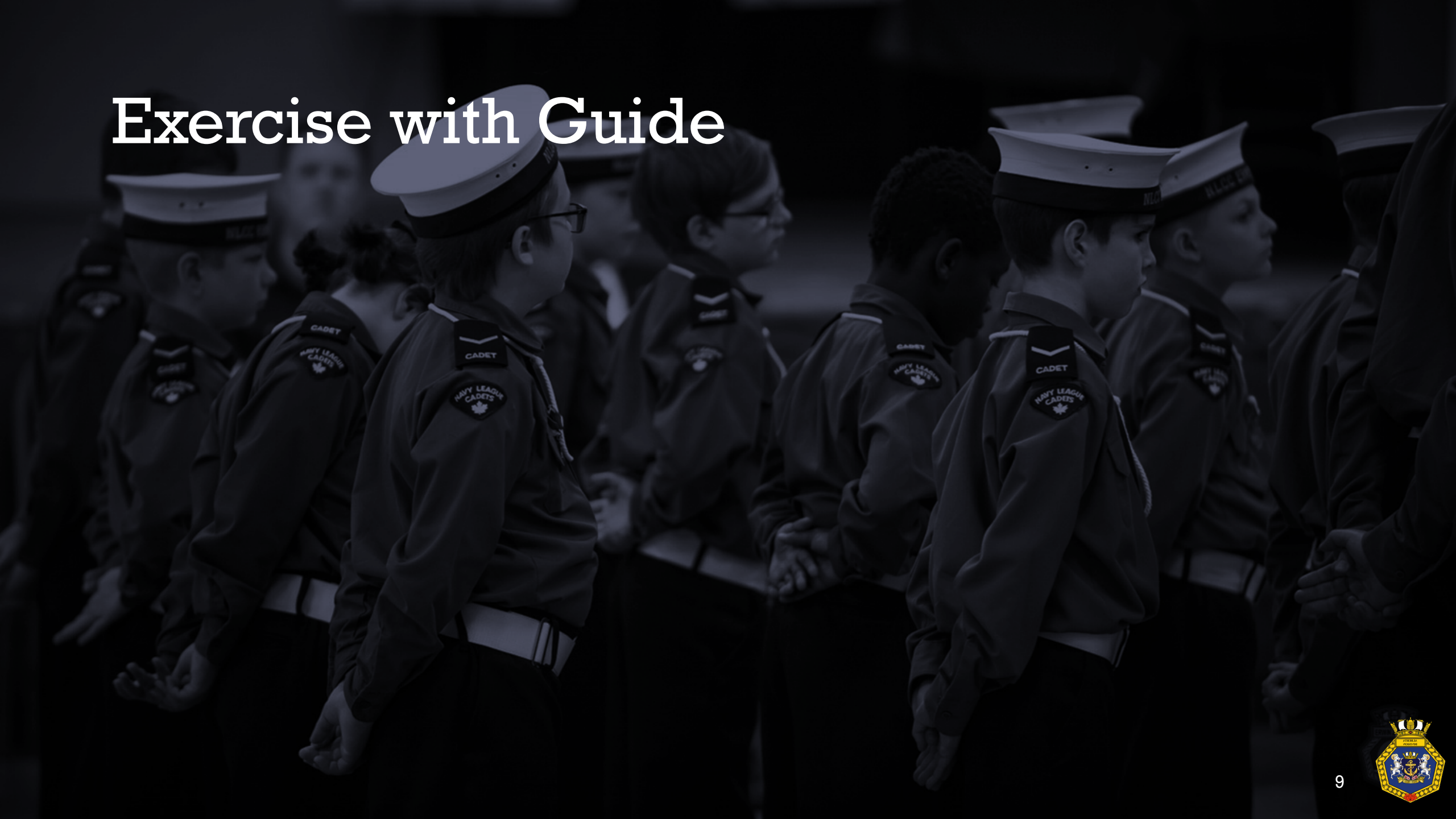


People remember **FIRST**  
what they heard **LAST**





# Exercise with Guide



# Delivering Your Speech





# The Podium



# The Podium ... The Do's

- Make sure the podium height is correct for you.
- If the podium is a see-through type, keep what you place on it to a minimum – just your notes.





# The Podium ... The Do's

- You don't have to stand behind the podium. You can stand to the side and have your notes on the podium.
- If you are behind the podium, stand back a step or two from the podium.



# The Podium ... The Do's

- Take a few seconds to get comfortable at the podium before you start.
- Adjust the microphone.
- Move the podium to where you want it.





# The Podium ... The Don'ts

- Try not to clutch or lean on it.
- Do not create a barrier between you & your audience.



# The Microphone

- Hold the microphone firmly.
- Speak in a normal tone.
- If something goes wrong with your microphone, stay calm.
- Be careful with the equipment. Handle with care.





# Body Language



# What is Body Language?

- Body language is part of non-verbal communication.





# Facial Expressions

- Happiness
- Sadness
- Anger
- Surprise
- Disgust
- Fear
- Confusion
- Excitement
- Desire
- Contempt



# Why is Body Language Important?

- The expression on someone's face helps us decide if we trust or believe what they are saying.





# Demonstration: Arms & Legs

- Crossed arms Versus Open arms.
- Hands on hips Versus Hands by legs.
- Crossed legs.



# Examples of Good Body Language

- Smile: makes the audience more comfortable.
- Keep your hands open.
- Make eye contact.





# Examples of Bad Body Language

- Turning your back to the audience.
- Moving around too much.
- Having a barrier between you & the audience.



# Body Language

- <https://www.youtube.com/watch?v=ZK3jSXYBNak>





# Using Visual Aids

- Keep it simple and clear.
- No more than 4-5 points per page.
- Short statements.
- Make sure the person in the back can read.
- Keep fonts consistent.



# Tips to Relax

- Get familiar with the room/stage.
- Slow deep breaths.
- Quiet space.
- Review your notes.





# It's Showtime!

- Look around the room.
- Find a friendly face.
- Remember your body language.
- Have FUN!



# Delivering Your Speech

- <https://www.youtube.com/watch?v=g1UW3gnVGkg>





# Reminders

- Use stories.
- Communicate with your body.
- Express yourself with your voice.
- Use visuals or props.
- Practice, Practice, Practice!



# How to Practice

- In front of a mirror.
- Family members make a great audience.
- Videotape yourself.





# Ask Yourself

- Did you feel prepared?
- How did you look and feel?
- Were you excited? Nervous?
- How was your body movement?
- How did your face look? Relaxed? Smiling?
- Was your voice clear, loud and understandable?
- What 3 areas would you like to improve?



QUESTIONS?

THANK YOU.





# Appendix for Training Officers

- World Champion – I See Something
- <https://www.youtube.com/watch?v=bbz2boNSeL0>
- Impromptu Speech Topics
- <http://www.myspeechclass.com/good-2-minute-speech-topics-for-students.html>





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