

SPEECH BOARD

Open

Close

Bill's Speaking Reminders

- Scan the audience for good eye contact
- Find friendly faces for energy
- Breathe
- Use stories and word pictures as your secret weapon
- Remember ... past/present/future
- Audio record every speech
- Keep speech notes
- Use post it notes on the wall for rehearsal
- Hide those clocks
- Keep 3x5 cards handy for ideas
- Watch for fun stories
- Watch for motivational stories
- Clip and save good articles or ideas
- Make a story graph
- Breathe
- Listen to your speeches as you drive
- Pause, smile and scan before speaking
- Yes, breathe again!