Your First Speech

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Understanding the Nature of Public Speaking Anxiety

Chapter 2

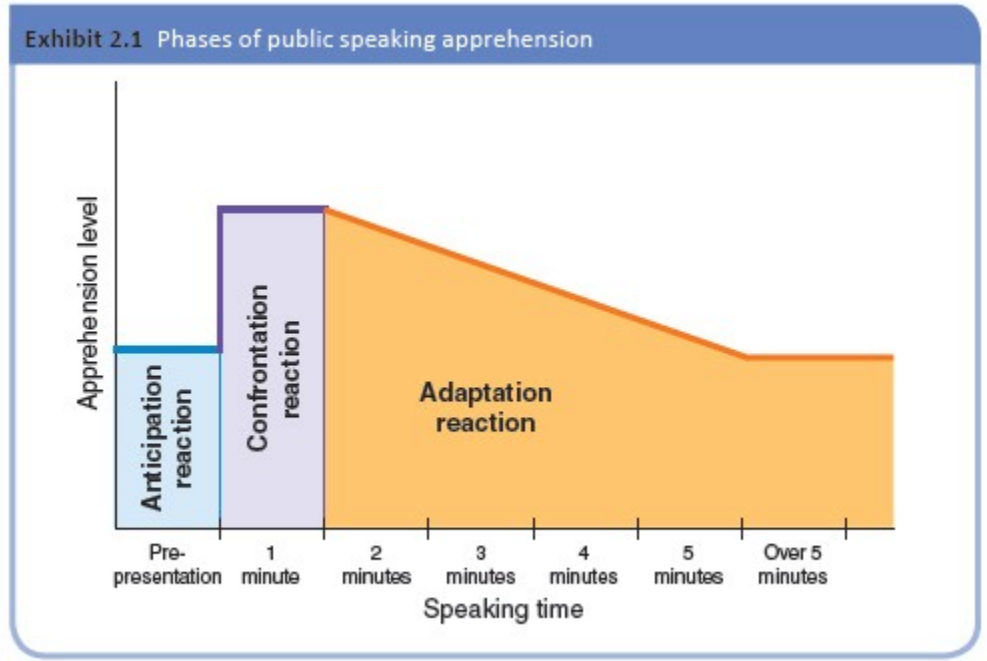
- A type of communication anxiety; the level of fear a person experiences when anticipating or actually speaking in front of an audience.

Symptoms

- Cognitive
  (Can include negative self-talk)
- Physical
- Emotional

Symptoms

- Anticipation reaction
- Confrontation reaction
- Adaptation reaction



Causes

- Negative Self-talk
- Biologically based temperament
- Previous experience
  - Modeling
  - Reinforcement
- Level of skills

Managing Public Speaking Apprehension

Chapter 2

- General methods
  - Communication orientation motivation (COM)
    - Performance orientation
    - Communication orientation
  - Visualization
  - Relaxation Exercises

Managing Public Speaking Apprehension

- General methods (cont.)
  - Systematic desensitization
  - Cognitive restructuring

Specific Techniques Chapter 2

- Allow sufficient time to prepare.
- Use presentational aids.
- Practice your speech aloud.
- Dress up.

Specific Techniques (cont.)

- Choose an appropriate time to speak.
- Use positive self-talk.
- Face the audience.
- Focus on sharing your message.

The Six Steps of Developing an Effective Speech Plan

Step #1

Select a speech goal that is appropriate to the rhetorical situation.

Speech goal – a specific statement of what you want your audience to know, believe, or do.

Step #2

Understand your audience and adapt to it.

- **Audience adaptation** – the process of tailoring your speech's information to the needs, interests, and expectations of your listeners

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Step #3

Gather and evaluate information for use in your speech based on:

- Knowledge and experiences
- Printed material
- Interviews
- Surveys
- Searching onlin

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Step #4

Organize ideas into a well-structured outline

- Have 2-4 memorable major points
- Make each idea a complete sentence
- Combine speech goal with major points for thesis statement with main point preview
  - Chronological
  - Topical

Step #4 (continued)

- Outline the speech
  - Add information as subpoints to support main points
  - At least one subpoint per main point
  - Introduction
    - Gain attention, establish relevance, establish speaker credibility, lead to body of speech
  - Conclusion
    - Remind audience of main points and speech goal in a positive way

Step #5

Choose, prepare, and use appropriate presentational aids.

- Clarify
- Emphasize
- Dramatize

Step #6

Practice oral language and delivery style

- Choose wording of main points and supporting materials carefully
  - Accuracy
  - Clarity
  - Vividness

Step #6 continued

- Using the voice and body to deliver well influences effectiveness of speech
  - Intelligibility
  - Conversationality
  - Expressiveness
- Practice leads to confidence
  - Don’t memorize
  - Deliver extemporaneously

Website

Chuck Savage / Corbis

- Managing public speaking apprehension

http://www.nvcc.edu/home/npeck/spd100/blueprintfiles/nervous.htm