



Public Speaking and Professional Presentation Program 2013



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Core Program Units

Foundations of Performance

From the power of body language to effective voice control and projection, each individual will begin with a solid foundation for great performance.

Triangulated Production

This stage of the program delivers the critical elements required to ensure the audience, material and performers professional needs have been met.

The Reputable Performer

Each participant will now learn how to maintain and build upon their reputation in order to gain the respect of their audience.

The Connected Audience

We now learn the specific strategies and techniques that ensure our audience remain engaged and energized by our presentation.

The Methodical Material

Every individual will discover how to structure an effective and logical argument to form the basis of clear and concise speeches and presentations.

The Complete Performance

It is now time to incorporate the skills and abilities you have acquired throughout the program into a final and complete performance.

The Crucial Last Minute

We finally learn how to control our nerves and anxiety in order to give our performance the maximum opportunity to succeed.

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Foundations of Performance

The Theory

Two key elements of every performer need to be created for any presentation to succeed.

1. A controllable, sustainable and clear voice
2. A physical presence capable of enhancing their performance

The Practice

As you are filmed, remind yourself that you are not trying to sound like anyone else in the room. The aim is to “find your voice” - the unique sound that only you can produce. When practicing your “neutral stance”, understand that it may feel unnatural, the audience however will only be impressed.

The Review

Now that you have seen yourself from the perspective of the audience, how much difference do you think it could make to your presentation?

What we have learned so far will only work if we stay in one place. Let's try to maintain these strengths as we begin to move.

The Performance

You will notice that as soon as you move around the room or simply from point A to point B, it becomes quite a challenge to maintain your presence and voice. It is much easier to do this in front of colleagues and friends. Use the reminders that we have learnt today to help make these new behaviors an essential part of the foundation of your next performance.

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Triangulated Production

The Theory

Before you write the first word of your presentation, ask yourself this; “how can I make this professional production stronger?”

The strength of your information will be represented by how solid your “triangular” production model has now become.

The Practice

Your nominated speech is now visually represented by the Triangulated Production model. You can instantly see where your strengths and weaknesses lie.

The next step is to make sure all three sides are of equal strength.

The Review

As you attempt to reinforce your production model, it will become increasingly clear just how important research is to the process. Research is not difficult or complicated. It can be time consuming, however if it is not completed before your begin, your end performance will never meet your expectations.

The Performance

You have now delivered your speech before and after the “Triangulation” process. Your three sides of production should now be equally detailed and strong. The difference in the quality of your final presentation as a result of this detailed research will be significant.

The good news is that it is almost time to start writing.

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The Reputable Performer

The Theory

The video you have viewed highlighted just how powerful a presentation can be when you have a solid reputation. Conversely, the exact opposite was extremely clear as well. Creating Trustworthiness, Similarity and Authority will greatly increase your Reputation and in turn the gravity of your speech.

The Practice

Together we have discovered a long list of ways to increase the four key areas of your reputation. Now, we will write a short one minute introduction to our speech and take turns delivering that performance.

The Review

How effective were each of us in creating a solid reputation?
Do you think we would have convinced our audience?
What could we add or modify to make further improvement?
Let's edit our speech introduction to establish just how quickly and easily we can increase our reputation.

The Performance

By now we should have established ourselves as an authority on our respective topics. Let's now look at how we can further enhance our future reputation. Most performers think that their professional presentation finishes at the end of their speech. The "wrap" however marks another great opportunity for us.

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The Connected Audience

The Theory

The ability to connect with an audience and to keep them interested is incredibly important. Once interest is lost, it becomes very hard to recreate.

The goal is to create a shared emotional experience with your audience and to connect those emotions to your speech.

The Practice

Together we have uncovered numerous ways to ensure our speeches will have a strong emotional connection with our audience. We can now write an equally strong and emotive two minute passage that will serve as the core focus of our speech.

The Review

What emotions did each of you experience during these speeches?

What were some of the great moments that you connected with?

What common issues or moments presented the greatest opportunity for an audience to “switch off”?

The Performance

Let's rewrite our speeches and incorporate some of the great ideas that have been generated. Modify the examples you preferred in an effort to really wow your audience.

Let's perform again and see the difference.

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The Methodical Material

The Theory

The most important part of a speech is the material. The aim in every talk, seminar or speech is to convey a very clear message. We want our audience to remember the key points for the longest period possible. So how do we ensure that this occurs?

The Practice

After looking at the many ways that a logical and methodical presentation should be constructed, everyone will now write a powerful conclusion to their speech. However before you deliver your stirring finale, I want you to submit a short sentence that succinctly states exactly what you want your audience to remember.

The Review

After hearing everyone deliver the conclusion to their speech, we should all now be very clear on the message each of you wanted to convey. Let's have a look at your intended message submitted earlier and what was actually interpreted by the audience.

The Performance

We now understand that despite the passion and determination to get a clear message across, it is not always a simple task of doing so. People can become distracted and confused very easily. So let's rewrite our conclusion and perform again to leave everyone completely clear about our desired message.

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The Complete Performance

The Theory

We now all now understand the critical elements required to perform a sensational professional presentation. The key now is to put everything we have learnt together to create The Complete Performance. It is time to review your speech and to complete a final script for presentation.

The Practice

Everyone will perform their speech in front of the audience you have become familiar with over the last few sessions. You will be recorded on camera and the performance will be replayed in front of everyone. Only feedback given in a positive manner is suitable to be delivered.

The Review

After looking at all the feedback provided and the recorded performance, you will work with two other people to fine tune your speech. The time has come for your final performance on the big stage. Don't hold anything back. Give it your best effort.

The Performance

All final performances are recorded and written feedback is collected from the audience. Each speaker will then receive a one hour individual coaching session to look at how further improvement can be made and to establish an effective plan that will ensure a high level of performance for the future.

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The Crucial Last Minute

Monthly cost

You will practice the three key preparation steps with a partner and apply these learnings to your speech. The aim is to become completely comfortable with what will soon become your pre-speech routine. These steps should become almost automatic, as your mind will need to quickly refocus on the content of your presentation.

The Practice

You will practice the three key preparation steps with a partner and apply these learnings to your speech. The aim is to become completely comfortable with what will soon become your pre-speech routine. These steps should become almost automatic, as your mind will need to quickly refocus on the content of your presentation.

The Review

Everyone now performs the opening minute of their speech and a group review will take place. Your entire pre-speech routine should not be obvious to the audience. The aim is to ensure your mind and body is in the most relaxed and focused state possible. Your review and practice will now be put to the test.

The Performance

The first time delivering a new speech presents the biggest challenge to your pre-speech routine. Nerves and anxiety will need to be controlled and when you are asked a question outside your comfort zone during any presentation, your ability to maintain your focus will be tested. To highlight this challenge we will perform one last time. You will be asked to ad-lib on a surprise topic. This difficult task will highlight the importance of your pre-speech routine.