

## Tips for Preparing Your Speech

- ❖ Put everything you're going to say onto note cards (we have plenty available for you in the classroom).
- ❖ Your speech will not be the same thing as simply reading your five paragraph essay to the class. However, it will be similar in that you will still cover the person's early life, later life, and major accomplishments/obstacles that were overcome. You do not need to do any additional research for your speech.
- ❖ You should not fidget while speaking (have someone watch you or practice in front of a mirror).
- ❖ Make sure that even people in the back of the room can hear you clearly.
- ❖ Make sure you've read through your speech enough times that you do not need to read directly off of your note cards. You should be looking people in the eyes while speaking and only glancing down at your note cards when necessary.
- ❖ Include a mark or note on your note cards for when you want to pause and draw your audience's attention to your visual aid.
- ❖ Make sure you do not talk too fast or too slow. If you're naturally a fast talker, slowing down might feel silly to you but it sounds good to your audience.
- ❖ Definitely practice in front of family and ask them to comment on your volume, rate of speaking, eye contact, and posture before speaking in front of the class.
- ❖ Remember to try to make your speech interesting. What kind of information would you want to hear about the person you researched if you were in the audience?
- ❖ Avoid "ummms," "uhhhs," and "likes" while speaking.
- ❖ Be prepared for a question from your teacher when you're done. Have a response prepared in case you don't know the answer. (Instead of, "Uh....I don't know..." or making something up, try saying something like, "I didn't encounter that during my research. Is there anything else you'd like to know?")
- ❖ As usual, once you've finished preparing your speech, look over the rubric and see what you think you'll receive for a grade. Are you happy with that?
- ❖ Have fun and relax! 😊