**UMW Speaking Center Presents**



Practicing Delivery

At least once, practice in front of a friend of friends without stopping, just as you will have to in front of a real audience. You’ll see your speech through a different lens the first time you present it in front of a real audience.

Practice with your visual aids and final speaking notes to make sure they work with what you’re saying.

If possible, go to the room where you will give your presentation to get a feel for the environment/set-up. Be sure to practice with any technology or visual aids so you are comfortable and prepared.

Time yourself. Your speech is almost always longer or shorter than you think it is.

Practice with proper delivery. Make sure you become aware of and [eliminate distracting mannerisms](file:///C%3A%5CUsers%5Cspkc%5CDropbox%5CSpeaking%20Center%20-%20Fall%202014%5CHandouts%5CUpdated%20Handouts%202014%5CI%20Say%20Um%20Too%20Much.docx) before your speech. Start over while delivering your speech if you find your have too many. You can even write/draw reminders into your speaking notes.

Sound like you care about your topic. If you don’t care, your audience won’t either. Use vocal variety and enthusiasm.

Be yourself. Think about it as a conversation with your audience, not a formal presentation. This may help with anxiety.

Most importantly, record yourself. Video is good but audio will suffice. You’d be surprised at what you discover about your delivery.