

self-expression center



READY TO SPEAK: A 3 Minute Pre-Speech Prep

Take 30 seconds to answer each of these 6 questions right before you speak in a meeting or presentation to feel ready to share your ideas and make an impact!

1. Are you breathing deeply? Take 3 long, slow deep breaths. Feel your breath go down to the bottom of your lungs.
2. Are you present? Ground yourself by flowing your attention down through your whole body all the way from your head to your feet.
3. What are the 1-3 main points you want to make and which your listeners need to hear? Say them out loud.
4. What is your opening line? Make it impactful, dramatic or surprising.
5. What feeling do you want people in your audience to leave with? Excited? Concerned? Relieved? Clear Understanding? Other?
6. What action do you want them to take as a result of what you have to say?

OK, you are ready. Trust yourself to speak. Trust them to listen.

Let Yourself Shine!

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