

Hello, this is Wayne Botha. Welcome to this broadcast. I speak with a South African accent in case you were wondering.

What we'll discuss today is how to fake confidence when you're speaking in public. Let's say you are asked to speak in front of a group of people, some of your colleges and you are not comfortable speaking in front of groups of people. Perhaps you don't have a lot of experience speaking to people. Today we will discuss how you can get confident and speak in front of colleges so that you can present the points you would like to present.

Do you shiver and shake when you're asked to say a few words in front of a group of people? Do squadrons of butterflies invade your stomach at the thought of making a speech? Most people fear making a speech and you're not the only person who is paralyzed at the thought. If you are one of the people cannot sleep the night before speaking, then I would like to go through a few techniques that you can use to appear confident when speaking. It is possible to appear confident and speak in front of a group of people without showing your nervousness. There is nothing wrong with appearing confident and faking confidence because you see, the audience understands if you might be feeling really nervous and your audience wants you to succeed. Remember that your audience is made up of people just like you who are also scared of speaking in public. I have found that you are usually only nervous for the first few minutes of your speech. As you get into your speech and you explain your point, you normally start to feel comfortable. So your focus really is to get through the first few minutes of your speech confidently.

Here are the techniques, let's go through them. First take the pressure off yourself. Remember what you are going to give is a speech to some colleges. You are most likely not going to change world history with your speech. Your speech does not have to be perfect. So take the pressure off yourself and realize that what you're doing is communicating a message. You don't have to be perfectly eloquent. You can be yourself. Your audience is there to hear your message. Your audience wants you to succeed. Most likely you will entertain your audience and inform them of a topic during the time on stage. I have found that focusing on the message and focusing on the audience helps me to take the pressure off myself when speaking.

The second technique is to write your speech on three by five note cards and highlight the key points that you want to make during your speech. If you include a personal story or two from your speech, then don't write out the story on your

note cards. You already know the story because it is a personal story. All you need on your note card is a short reminder that you will tell the story at that point. You come across as being more sincere to your audience if you give the story from your heart while you're making eye contact with your audience. I recommend that you use three by five note cards for your speech and not typewritten notes because it's easier to keep track of cards than it is to find your place on a flat page if you happen to lose your page.

Our third technique is to understand the Ten X Phenomenon. Craig Valentine who is the 1999 World Champion of Public Speaking coined this term and Craig explained the Ten X Phenomenon as what is happening inside you is ten times more amplified than what the audience actually perceived. They probably do not even notice that you are as nervous as you really are. That's what Craig Valentine tells us. So that's the reality. You don't have to be completely calm when speaking in front of an audience. It's natural and normal to be nervous in front of an audience. Even a world Champion's are nervous when they are speaking but that does not stop them from speaking and it should not stop you from speaking. Be aware that you feel a lot more nervous than your audience perceives you to be. There is no need for you to tell your audience that you are very nervous. The audience understands that you're nervous because they are also people and they have also been in situations where they have had to speak in public. Accept that you will be nervous. Using the Ten X Phenomenon understand that you feel ten times more nervous than your audience perceives you to be. Appear to be relaxed and your audience will not be distracted by your nervousness.

Now the fourth technique is to talk to your audience. Before you take the stage and before you start to give your presentation walk around and talk to everybody who will be in your audience. Talk to as many people as possible. Keep on talking, talking warms up your voice, it calms your nervous energy and it takes your mind off the upcoming speech. It allows you to build rapport with your audience members one on one. That means when you'll be speaking, you will be speaking to an audience of friendly faces who know you and that you have spoken to before the meeting. So before you are about to give a speech and the time leading up to the speech, talk to your audience as much as possible.

Follow these proven strategies to make your presentation. After you hand the microphone back to your Master of Ceremonies or whoever is conducting your meeting, feel proud. It takes a lot of courage to stand up and give a speech in

public. That's why a lot of people don't want to speak in public. Anyone who has the courage to stand up and speak in front of other people should enjoy the speaking high that comes from a successful speech.

Now to recap, the four techniques that will help you to appear confident when speaking in public. First, take the pressure of yourself. Your speech is most likely not going to change world history. Secondly, write your speech out on three by five note cards. Thirdly, take heart in Ten X Phenomenon remember that you feel ten times more nervous than what your audience perceives you to be. And fourth, talk to your audience, talk to your audience before your speech to warm up your voice and to develop some rapport with your audience members. I hope that you will benefit from the information contained in this audio program. Please visit www.waynebotha.com for tips, techniques and strategies that can help you present with power.