

## Public speaking

## Before watching

**1** Think about someone who came to your school to give a talk recently or who you saw giving a talk on TV. Answer the questions.

- 1 How did he/she stand?  
.....
- 2 Where were his/her arms? By his/her side? Folded?  
.....
- 3 Did he/she use many hand gestures?  
.....
- 4 How easy was it to understand him/her? Why?  
.....
- 5 Did he/she look confident or insecure?  
.....
- 6 Did you think his/her message was sincere?  
.....
- 7 Did he/she generally give a good impression?  
.....

## While watching

**2a** Watch the video about public speaking. Write the types of advice in the table in the order the speakers mention them. What advice isn't included in the table?



How fast • Gestures • Eyes • Intonation  
How to stand • Emphasis • How loud

Type of advice	Speaker's advice
1	
2	
3	
4	
5	
6	
7	

Not included: .....

**2b** Watch again. Complete the second column of the table.

**3a** VIDEO SKILLS Read the video skills box. Then match the consequences (A–H) to the types of advice (1–7) in the table in 2a. Then circle if the consequence is positive (✓) or negative (X).

<b>A</b>	people watch your hands .....	✓ / X
<b>B</b>	people are attentive .....	✓ / X
<b>C</b>	you look confident .....	✓ / X
<b>D</b>	people don't understand .....	✓ / X
<b>E</b>	your message is clearer .....	✓ / X
<b>F</b>	you see people's interest .....	✓ / X
<b>G</b>	people feel uncomfortable .....	✓ / X
<b>H</b>	people aren't interested .....	✓ / X

## VIDEO SKILLS: Understanding consequences

## Presenting positive consequences

When you ..., you/people .../Use/Look ..., this can help you .../By giving/using ... you may ...

## Presenting negative consequences

Don't ... or/otherwise you/they might ...

If you ..., people may not...

**3b** What do you think are the three most important pieces of advice in the video? Why?

## After watching

**4a** Think of the last time you had to speak in public. Which advice in the table did or didn't you follow? Make two lists.

Things I did

Things I didn't do

Next time you speak in public, do you think you will be able to follow *all* the advice? Do you think you will feel more confident?

**4b SKILLS 4 LIFE** People often feel nervous before they have to speak in public. Find some advice about how to relax. Follow these steps.

- 1 Go online and search for advice. Search using one of these phrases or a similar one:
  - how to relax before you speak in public
  - how to stay calm before giving a talk
- 2 Refer to at least two sites. Make a note of any good advice you see, especially if it is repeated on more than one site.

## REFLECT ON IT



Speaking in public is one of the most common fears. Why do you think that is? Do you think anyone can learn to do it?

Useful words: *centre of attention, shy, self-conscious, embarrassed, mistakes.*