



516-437-6199

seicom@optonline.net

SPEAK TO CONNECT: IT'S NOT JUST WHAT YOU SAY!

1. Voice

Vary your tone, pitch, volume and tempo

2. Power of the Pause

Pause where there is punctuation.

Pause to emphasize a point.

Pause to eliminate filler words – uhm, like, you know

3. Articulation

Enunciate each sound in the word clearly and correctly

4. Smile

Connects you with the listener - shows authenticity

5. Eye Contact

Engages the listener(s)

When speaking to a group - look into the eyes of a person in a different area of the room for about 5 seconds – until you complete a thought

6. Facial Expression

Your facial expression should reflect the emotion and message.

7. Gestures

Use natural but strong gestures that enhance your message but doesn't distract

8. Posture and Movement

Stand straight with equal weight on both feet – shoulder width apart

Avoid rocking, pacing or standing in one spot for the presentation