

# The 10 Know-Know's of Public Speaking

*This is a list of ideas to help you be a successful public speaker.  
They apply not only to the pageant, but any speech that you give.*

1. Know the requirements. It is important to know what is expected if you in any given speech. For the Personal Introduction you are required to say you NAME, HOMETOWN and your AMBITION or SOMETHING INTERESTING ABOUT YOURSELF. Remember, you can say more, but you can't say less. The same applies if you have to give a speech in class, know what the teacher expects your speech to cover.
2. Know your material. Practice, practice, practice! When you arrive on pageant weekend, you should have your personal introduction memorized frontwards and backwards. Practice it at home, at your parent's friend's house, anywhere you can think of.
3. Know your audience. It is important to know who you are addressing for a speech. At the pageant you are addressing the judges and the audience. It is important to look at each judge as well as the audience at some point in your Personal Introduction.
4. Know how you sound. After you practice your Personal Introduction in front of people, ask them for honest feedback. When you speak make sure to add voice inflection, you don't want to come off sounding monotone.
5. Know your tempo. Most people, when they get nervous, speed up. If you are one of these people, be aware of it, and practice talking slower. Remember to breathe and take your time, you don't have to get your whole Personal Introduction out in one breath.
6. Know your body language. Some studies state that as much as 93% of all communication is nonverbal. How you present yourself on stage speaks a lot to your confidence, attitude and personality. Be sure to stand up straight with your head held high. Be proud of who are!
7. Know the length of your speech. You want to capture the audience with your Personal Introduction and hold their attention the entire time you are on stage. The easiest way to lose an audience is by speaking too long. Shakespeare wrote, "brevity is the soul of wit". This means you want to be concise and to the point. Like many speeches there is a time limit for Personal Introduction. The time limit is 30 seconds. If you go over, points will be deducted from your score.
8. Know how to use a microphone. You want to hold the microphone about 1-2 inches away from your mouth and slightly below your bottom lip. You want people to hear your words, while at the same time not cover up that great smile! You will have a chance to practice using a microphone at the workshop and again at the rehearsal on pageant weekend.
9. Know what you need to improve on. If someone gives you feedback, take it seriously and incorporate into things to work on when you practice at home. Maybe you sound flat, maybe you talk too fast or its just as simple as making eye contact. Know where you are strong and where you need to improve.
10. Know how to recover. The best public speakers mess up from time to time. If for any reason you happen to stumble while delivering your Personal Introduction simply stop take a deep breath, collect your thoughts and pick up where you left off. Try to avoid vocal pauses such as "um" and "like". This is your chance to show grace and poise under pressure.



But above all else, **KNOW** that you can do it!