

Eliminating Fear of Making Presentations by Forming Good Public Speaking Habits

Speaking in public is an activity that most people dread, but it shouldn't be horrifying. If you form good speaking habits that will help improve your confidence and at the same time make a good impression on your listeners. Here are some good speaking habits to form:

1. Know what you are talking about. The majority of those who stumble in public speaking do so because they don't actually know their material. It is important to really master your presentation before you make it. It pays to practice so you won't have to read your notes. Practice your presentation everyday for several weeks before the event to get it in your head.
2. Keep eye contact with your audience. People think that if they avoid looking at their listeners, they will be able to speak more. This is actually counter productive. By maintaining eye contact with your audience, you keep yourself engaged in the speech. You will also be able to communicate with them better.
3. Dress well. When making a presentation you are trying to be the center of attention so present yourself in a pleasing manner. Dress appropriate for the occasion, but dress just a tad bit better than your audience so that you will command their attention.
4. Practice, practice, practice. While some astonishing speakers may make speeches spontaneously, the overwhelming majority may not be able to do so, and that could include you. In order to speak well you have to master everything, not only the material, but the way you speak as well.
6. Be comfortably still. It is really annoying to see someone speaking with unnecessary gestures like stomping, hand shaking, or swaying. Avoid these things and just stand still, but not too stiff. Maintain a comfortable and calm stance. This will make it also easier for your listeners to look at you.
7. Maintain a comfortable speaking pace . If you speak too fast, your audience might not understand you. If you speak too slowly, your listeners might lose focus. Keep a normal, comfortable pace to make your speech clear and understandable.

Good speaking habits aren't difficult to develop. With practice and careful planning you can form good speaking habits that will make you a good presenter.