



Dynamic Leadership



Effective Coaching



Innovative Planning



Leadership Development



Motivational Strategies



Persuasive Influence



Presentation Mastery



Strategic Relationships



Team Collaboration



Visionary Communication

The Navigator

Scheduling a Speech

TIPS FOR COPING WITH NERVOUSNESS

You may be nervous to speak. Feeling nervous happens to everyone. Even experienced speakers can get nervous before presenting to an audience. Nervousness is a challenge every speaker must confront. Read these tips to help manage and control nervousness and become an effective speaker.

- Arrive early to the meeting room to get familiar with the space. If you plan to use technology or visual aids, you may find it helpful to practice with them before the meeting begins.
- Practice your speech and revise it until you can present it with ease.
- Concentrate on your breathing. You can ease your tension by doing breathing exercises that work for you.
- Visualize yourself giving a successful speech. Picture the audience applauding as you finish and return to your seat.
- Realize that audience members support your success. They aren't there to judge you. They want to hear your message.
- Don't call attention to your nervousness. If you don't say anything about it, likely nobody will notice.
- Concentrate on the message you are communicating to your audience. Your nervous feelings will be reduced if you focus your attention away from your anxieties.
- Take every opportunity to speak. Experience builds confidence. Most beginning speakers find that they manage anxiety better after each speech they give.