

# Intro to Public Speaking

Conquer your fear of public speaking and become a master communicator in this workshop.

Learn the skills you'll need to communicate effectively and start practicing them in the classroom.

Group classes in Live Online and onsite training is available for this course.

For more information, email [onsite@graduateschool.edu](mailto:onsite@graduateschool.edu) or visit:

<https://www.graduateschool.edu/courses/public-speaking-class>



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## Course Outline

### Part 1

- Reading and assessing your audience
- Understanding perception styles
- Identifying the perception styles of an audience
- How to explain anything to anyone

Brain-based learning: Learning how the two hemispheres of the brain work

### Part 2

- The Mortal Sins of Public Speaking
  - What they are
  - How to avoid them
- Using your voice effectively
 

Adding variety to vocal patterns
- Using the tools that you have at hand
- Structuring your presentation
- Preparing and using resources such as handouts/notes
- Presentation Skills - PowerPoint Module
  - PowerPoint Hot Productivity Tips
  - PowerPoint Presenter Tools
  - Using Excel within PowerPoint

### Part 3

- Presentation Skills - Live Practice
- Get personalized coaching