

inadequate, more inferior. Often he makes a faint promise to himself (that down deep he knows he won't keep) to speak "next time."

This is very important: each time our clam fails to speak, he takes one more dose of confidence poison. He becomes less and less confident of himself.

But on the positive side, the more you speak up, the more you add to your confidence, and the easier it is to speak up the next time. Speak up. It's a confidence-building vitamin.

Put this confidence builder to use. Make it a rule to speak up at every open meeting you attend. Speak up, say something *voluntarily* at *every* business conference, committee meeting, community forum you attend. Make no exception. Comment, make a suggestion, ask a question. And don't be the last to speak. Try to be the icebreaker, the first one in with a comment.

And never worry about looking foolish. You won't. For each person who doesn't agree with you, odds are another person will. Quit asking yourself, "I wonder if I dare speak?"

Instead, concentrate on getting the discussion leader's attention so you *can* speak.

For special training and experience in speaking, consider joining your local toastmaster's club. Thousands of conscientious people have developed confidence through a planned program to feel at ease talking *with* people and *to* people.

5. *Smile big.* Most folks have heard at one time or another that a smile will give them a real boost. They've been told that a smile is excellent medicine for confidence deficiency. But lots of people still don't really believe this because they've never tried smiling when they feel fear.