



# ***EXTEMPORÉ SPEECH***



# Organization of the Presentation

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Definition

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Outline of Extempore Talk

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Qualities Checked in an Extempore

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Understanding Extempore Better



*There are always three speeches, for everyone you actually gave. The one you practiced, the one you gave, and the one you wish you gave.” –Dale Carnegie*

# Extempore-Definition

Is an impromptu speech which a candidate is required to make on a topic given in a limited time without any/much preparation

Origin: Latin (Ex Tempore – on the spur of the moment)

Means:  
Impromptu,  
Spontaneous,  
Unscripted,  
Unrehearsed,  
Unplanned,  
Unprepared,  
Unarranged etc.

Speaking Time: 1  
– 3 minutes

Preparation Time:  
A minute to  
organize your  
thoughts  
(sometimes)



# Outline of Extempore Talk

Preamble

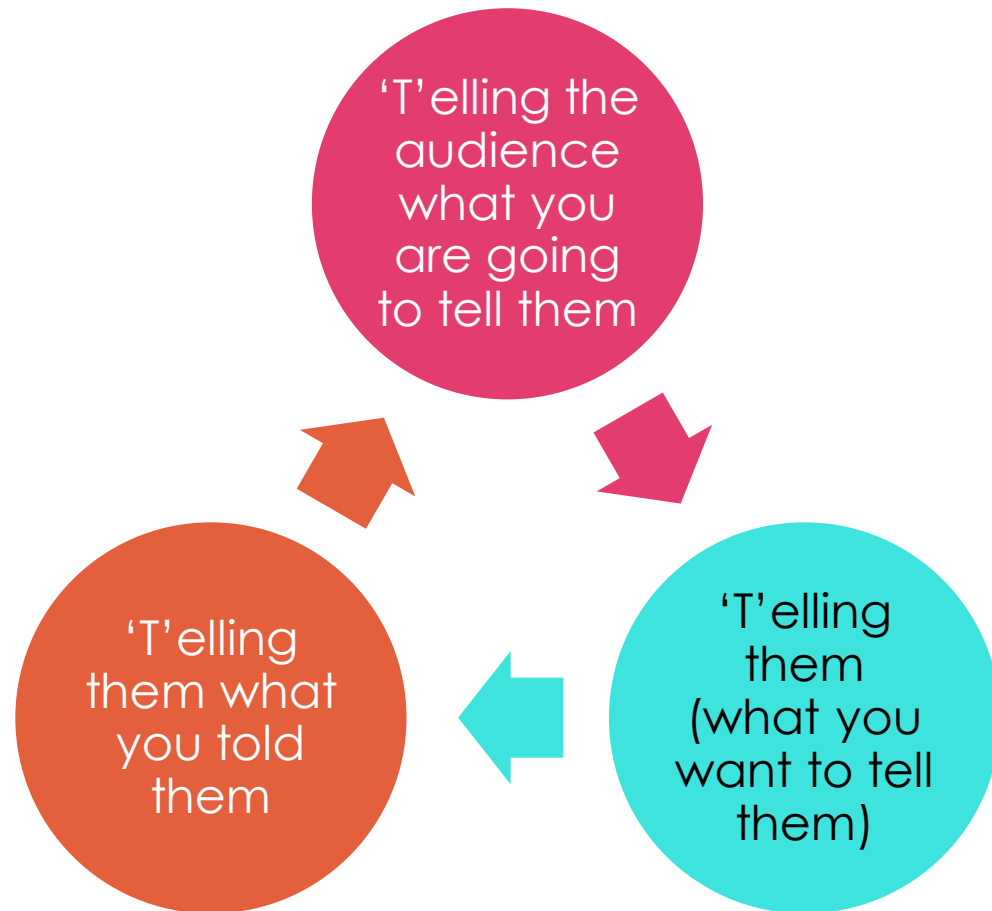
Introduction

Issue

Conclusion



# Structuring Extempore with 3 Ts



“Death is the number two fear that people have and public speaking is the first!”



— Sidney Sheldon,  
a bestselling writer, television  
scriptwriter and producer.

# Handling Extempore

Little nervousness is good but don't let this impact the performance

Don't let others know that you are nervous

Take a minute or two to pen down your ideas and vocabulary you can use

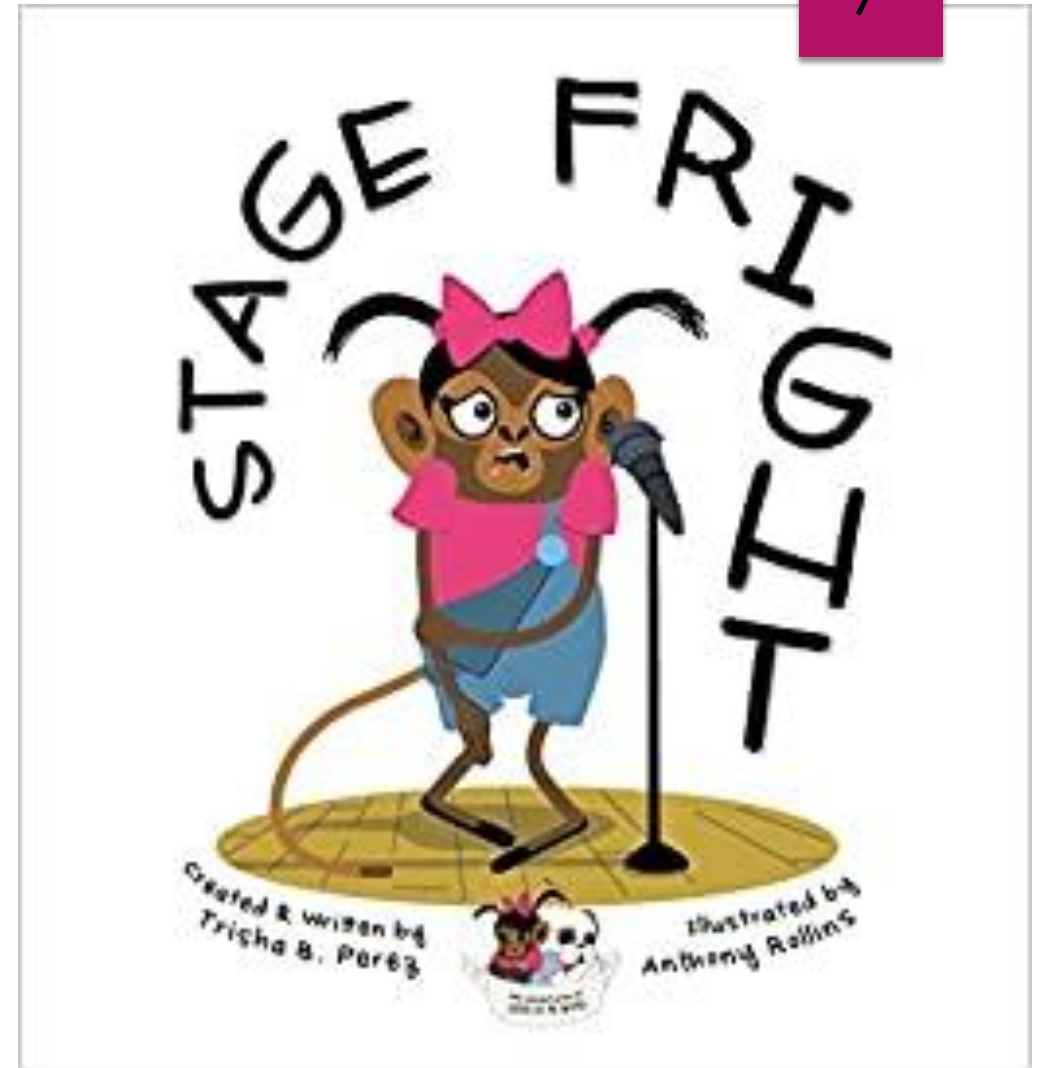
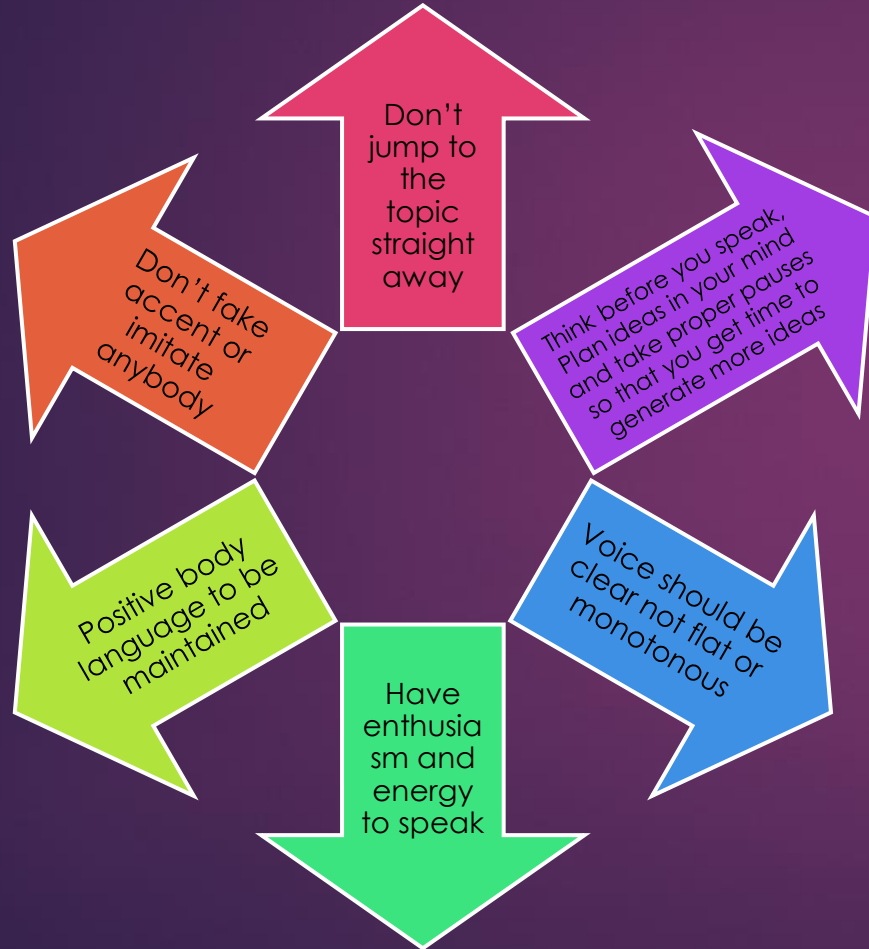
Be confident about yourself and smile

Stick to the given topic

Say 'Thanks' for having been given the topic and introduce yourself



# Handling Extempore

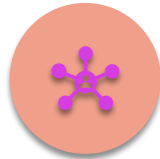




# Extempore Tests the Candidates on:



Ability to think on the feet



Ability to connect with the panel



Ability to think outside the box



Analysis of the topic and identification of the issue to be addressed



Ideation



Prioritization and sequencing displaying logical thinking



Communication skills

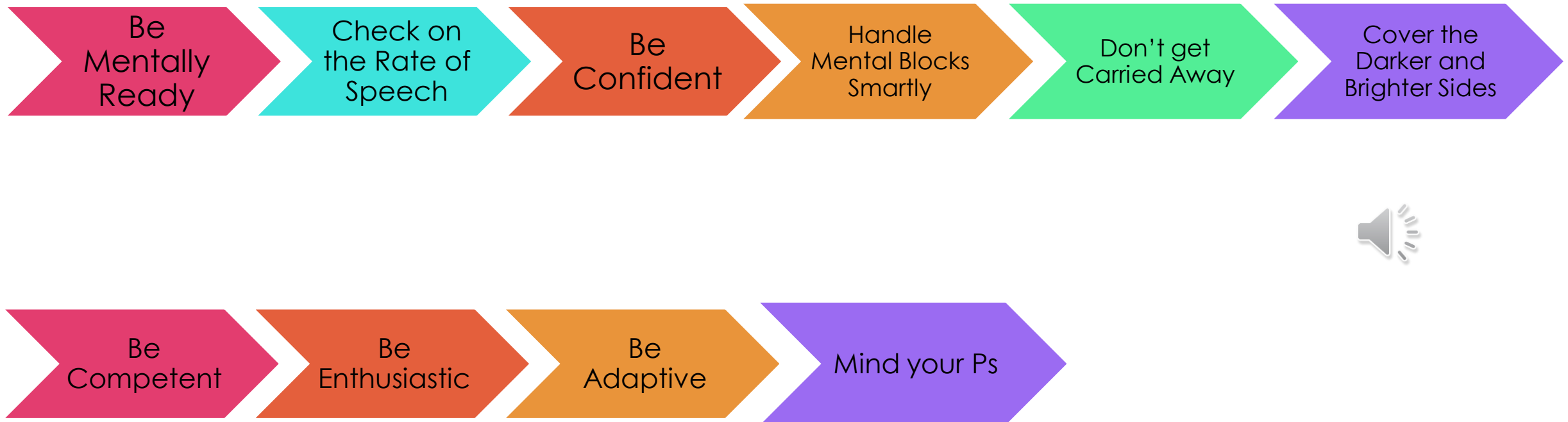


Overall presentation skills-body language, confidence, poise, composure etc.



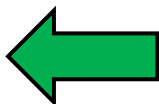


# Effective Extempore Speaking



# Dos and Don'ts

## Do's



Ponder over the topic, think and then speak

If needed, add facts and figures

Be concise and stay calm

Present both sides in controversial topics

Don't repeat the information

Avoid getting personal

Avoid distracting habits like adjusting hair, touching face etc.



## Don'ts



# Understanding Extempore Better

<b>Extempore</b>	<b>Group Discussion</b>
<b>It's an individuals speech in front of an audience</b>	<b>Consists of 7-10 participants</b>
<b>1-3 minutes long</b>	<b>Time duration ranges between 15-20 minutes</b>
<b>Since Impromptu, less time to prepare</b>	<b>An individual can speak after a few others, more time to prepare</b>
<b>Views are generally given with a balanced approach</b>	<b>Views can be for or against the topic</b>

