Review of the leadership survey score.

My score from the test is 60. The test says that I'll have to work tirelessly to build my self-confidence, have a positive outlook in the workplace, provide teammates with a compelling vision of the future and be a better role model for the team.

It is possible to gain self-confidence by making myself conscious of the things I have already accomplished. Stress management and physical exercises will build a positive mindset, which is crucial for realistically addressing a situation.

There are two ways to see the future more clearly. Each of which is providing a clear understanding of the area where one operates. Second, the use of strategic research methods to establish a good sense of use helps to gain key insights into the needs of one's customers. As for being a better role model, not just because I am the boss, but because I am deserving of authority and influence, we should note that we need to inspire people.

I have a great score on emotional intelligence and support for the team members, according to the survey, which means I have a greater understanding of the perspective of another person.

Ten items to be conscious of and improve on in presentation skills to deliver the final project

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|  | Item | Strength | Weakness | Justification for the weakness/strength in that area | Methods to Improve for the Final Project |
| 1. | Anxiety before the presentation | When I understood that I had a fear of speaking in front of other people, I started hosting events and participating in elocution. This made me more confident. | Anxious about speaking in front of a group of people. | For me, this is the greatest difficulty during a presentation. I am nervous about the language I use, although I can speak the language fluently. | Watching more ted talks or people who are good at public speaking and gaining confidence |
| 2. | Body posture | This was one of my weaknesses, but I have trained myself through the years to stand straight and concentrate on my head movements. | - | Being 5 feet and 7 inches tall, I have a naturally bent-back posture. I have educated myself by watching videos online for improving body posture while presenting. This is how I overcame my limitation in this area. | Telling myself before every meeting that standing straight is a must for impressing the audience |
| 3. | Holding an active audience |  | Can not draw a line between being too friendly or too formal with the audience | I noticed that there were instances in the video where the speakers were too formal or too amusing. What I liked was that they were capable of flipping, so easily and effectively from both sides. | learning very important topic which is, ‘talking actively’. Use humor wherever possible. But only up to a certain limit. |
| 4. | Excessive usage of filler words/Freeze in one spot for the duration |  | Using a lot of words like ‘a’ or ‘umm’ in between sentences/For remembering the next topics of presentation, I take long pauses | I appear to use phrases such as 'aa' or 'umm' unintentionally to fill in the pauses in a phrase or a break between the sentences. / Taking long pauses between different sections. | Talking slowly and replacing fillers with pauses. Great public speakers often pause for two to three seconds or even longer. |
| 5. | Engaging with the audience | Having some follow-up or general questions for the audience | Not knowing how many questions to ask, which questions to ask and when. | After working on my presentation skills, I have also learned to have some questions for the audience. It can be anything from ‘How are you doing today, Sharon’ or ‘Do you have any questions for me?’ | Engaging audience by telling them stories, conducting polls, taking sudden but easy quizzes. When talking to younger population, we can use movie references. |
| 6. | Not comfortable with the gestures learned online | Trying to continuously maintain eye contact with the spectators. | I do not demonstrate my devotion to getting the message across by not using proper gestures during the presentation. | Although the gestures I learned from different online resources are more desirable to the viewer, it's very awkward for me because I don't know what gesture to use and when. | I learned three types of gestures from the video which is show, give and chop. I will make sure to implement them during my next presentation. |
| 7. | Preparing too little or too much |  | Preparation is a must for any meeting/presentation. However, I feel preparing too much leads to loss of words. | I feel more agitated when I plan too much, especially before the presentation and that translates to words and topics being forgotten. | Instead of preparing the entire script, making bullet points which covers all the topics. |
| 8. | Presentation content | Content is short and precise | Content is not verbose | It is important to filter the content for the presentation according to what is more informative and important for the audience | Instead of describing every slide which is boring for the audience. Filter the content accordingly. |
| 9. | Because of my weakness, scared that the audience will judge me |  | Scared of making mistakes. | In the video when one of the speakers made a mistake, he was able to divert the audience from the mistake by making them think that the sentence was a part of his script. | Learning, how to not make a mistake or ‘how to divert the audience from your mistake’ |
| 10. | Developing vocabulary and pronunciation skills | Not everyone in the room has a great vocabulary. It is important to not use very difficult words or using words that will be understandable for all. | Developing pronunciations skills. | For me, pronunciation is an enormous issue.  Sometimes, When talking in front of the whole class I try to speak in a different accent which my audience might not be able to understand. | Studying the audience. According to where you are presenting change the vocabulary and try to add simpler words.  Practicing pronunciation and avoiding fake accents. |