Communication Methods

Spontaneous speech is more common than planned speech. But it's also more difficult than presentations. Most of us are not as efficient as we could be at spontaneous thinking and speaking.

But we have tools and approaches for effective communication. We become effective communicators by actually communicating. Secrets of effective communication: approach, attitude, practice.

Your first job as a public speaker is to make your audience feel comfortable so they can get the message right. To deal with the fear of public speaking, first: you need to recognize the anxiety in order to stop it. Second, start viewing the presentation as a conversation, as this is a more comfortable situation for the person.

How to rethink the situation?

To rethink the situation, you need to start with questions, start a conversation with the audience, use conversational techniques, focus on the present, not future consequences. Get out of our own way. We want to be perfect when we speak spontaneously. Train yourself to respond, not react. Don't be afraid to sound boring by answering rather than reacting. Treat the speech/presentation/message as an opportunity, not a threat.

Most people perceive communication as a rivalry. "I'm against them." Change your perspective to an opportunity, not a threat.

Better mentality/approach: "Yes, and" instead of "No, but" Slow down and listen. Your primary job as a communicator is to serve your audience. Understand their needs by listening. You have to focus and listen (really understand what the person is trying to say) and then respond to him. Answer by telling a story.

All stories have structure. By telling stories, you help structure your response. Structure improves the efficiency of how we process information.