**Practice Project 3**

**Part 1**

**Website Theme:** Public Speaking

1. Create a website about the benefits of public speaking
2. Include the benefits of public speaking for your life and work, how to improve at public speaking and how to practice public speaking.
3. Make sure to save your web page often.

**Part 2**

1. Make a new folder in your folder called **Practice Project 3**. Name your home page **index.html** and save it in that folder. Your CSS document will be called **style.css**.

**Add 3 or more pages onto your initial web page that include.**

* A navigation menu
* Font weights
* A Google font or different font than the default font.
* CSS document (style.css)
* Divs
* Percentages
* Classes
* Text
* Images
* Links

**Citation Advice**

For this assignment and future assignments, you should make sure to paraphrase any information you find online. Do not just directly type or copy and paste information into your website. This will help you avoid issues with plagiarism, which can cause you to fail assignments or harm your professional reputation. The B Side assignments cover topics you already went over, so now you need to properly cite information and avoid plagiarizing.

When using resources, make sure to write down where you found information. Citation is showing where you found certain information that you wrote. This is used for academic writing and professional writing.

You want to paraphrase information usually. According to Wikipedia, paraphrasing “is a restatement of the meaning of a text or passage using other words.” You can still occasionally use quotes, but do not do so too often and make sure to cite the resource you are directly quoting. Make sure to put information in your own words typically. You do not need to write down every single sentence, just use the important ones.

You do not need to cite your opinions, but make sure to clarify if that something is your opinion.

Proper citations and paraphrasing will help you make better websites.

Here are some articles on paraphrasing.

<https://www.grammarly.com/blog/paraphrase/>

<https://examples.yourdictionary.com/examples-of-paraphrasing.html>

<https://www.scribendi.com/academy/articles/how_to_paraphrase.en.html>

**Research**

**7 STEPS TO PREPARE A SPEECH IN A SURPRISINGLY SHORT TIME**

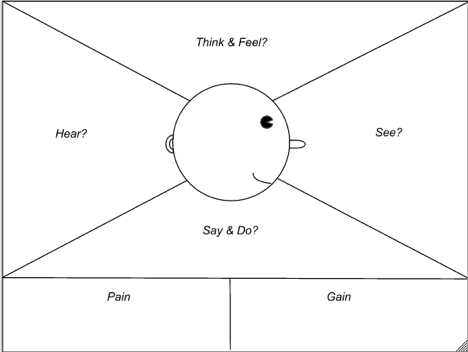
<https://speaker.coach/prepare-speech/>

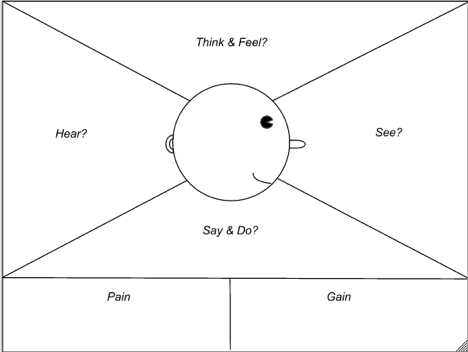
If you have to deliver a speech, you want to plan out your speech rather than writing immediately.

According to speaker.coach, there are seven steps to preparing a speech.

First, you want to define the purpose of your speech, which should inform how you write your speech. Some common purposes include “entertaining, informing, persuading, motivating or inspiring.” There always needs to be a main goal when you deliver a speech.

You need to understand your audience when you deliver a speech as well. Learning about your audience allows you to demonstrate you understand them, which helps build rapport. The empathy map is a tool used for user experience and marketing that can also be applied for public speaking.





https://speaker.coach/wp-content/uploads/2020/02/empathy-map.png

Answering these questions can help you determine how your audience connects with a topic. This can help you determine how to communicate with your audience and how to structure your speech.

What you are saying needs to be significant to your audience. You want your audience to care about what you are saying. To do this, you need to determine what you want to share with your audience and why your audience should care about that.

Your speech needs to be clear in order to stand out and in order to do this, you need to focus on one key message. Your key message needs to be short and should only be one to two phrases. The Umbrella Statement model uses core messages to support the umbrella statement, with each core message being supported by evidence.

Creating a structure for your speech can also help make it better. It is hard to write without an outline and creating an outline results in organization. According to speaker.coach, these are some common outline directions.

* Problem, pathway, solution
* Problem, solution, reasoning
* Situation, complication, solution
* Past, present, future

After you determine the outline direction, you want to develop around ten to fifteen bullet points for your speech. Try to add stories into your outline in order to engage and inspire your audience.

Your speech needs to start strong and finish strong. Audiences remember the beginning and the end of a speech the most. Because of that, you need to particularly focus on writing a great beginning and ending. Some strong openings include beginning in an exciting manner, simply explaining why your topic is important, introducing yourself, or talking about the goal of your speech. Strong endings include repeating your key message, connecting back to your opening or providing your audience with a call to action.

Lastly, you need to rehearse your speech. You can first write out your speech fully ahead of time and then practice reading out loud. If you do not have time to do that or after you have finished practicing with the full speech, then you should make bullet points for your speech and practice based on those points. You should record yourself practicing the speech, Afterwards, practice with other people and request their feedback.

By following these steps, you should be able to more effectively prepare for a speech.

**Public Speaking Anxiety Scale: Preliminary psychometric data and scale validation**

<https://www.sciencedirect.com/science/article/abs/pii/S019188691630023X>

One in five people have public speaking anxiety, according to researchers at Minnesota State University.

**9 Tips to Improve Your Public Speaking Skills**

<https://www.saintleo.edu/blog/9-tips-improve-your-public-speaking-skills>

Speaking in public is quite difficult, but there are some ways of making it easier.

Just before you start a speech, make sure to calm yourself by closing your eyes and taking deep breaths. You will start calmer because of this. A small pause is not an issue with speaking. You should in fact pause for a few moments to avoid using too many filler words such as “uh” or “um.” Admitting you are a little nervous may be helpful as well, since you will not be hiding any tension from your audience. You still need to deliver an effective speech though; your nerves cannot be an excuse. You need to be mentally prepared for a speech.

When speaking, you should avoid using overly detailed notes, as this makes your speech quite boring. Instead, you should have short one to two word notes for each main point you want to cover. Practicing will also help reduce your anxiety since you will know your speech. Practicing will also help you become less reliant on a full transcript and instead use shorter notes. Also, when practicing, you can record yourself delivering the speech. By doing this, you can see what listening to the speech will be like. Practicing with friends, family and coworkers and asking for feedback can help improve your speech.

**Why public speaking is important**

https://www.uopeople.edu/blog/why-is-public-speaking-important/

Public speaking is an important skill to learn because you will need to use it at some point in your life. This could be for work, school or your personal life.

Even if you do not have a job where you make speeches frequently, you will need to speak in public on occasion. The following are types of public speaking.

1. Informative speaking, which involves speaking in order to inform an audience about a topic. This can be a topic you worked on or a topic you have researched.
2. Persuasive speaking, which involves using your words and ideas to persuade others. This is obviously useful for formal speaking such as debates, but it can also be used to make persuasive arguments informally, such as making weekend plans.
3. Entertainment speaking, which involves speaking to entertain an audience.

Public speaking is a very important skill to possess. Whenever you are trying to present an idea to someone, you want to persuade your audience and capture their attention, which is much easier with strong public speaking skills. In addition, public speaking skills can help motivate an audience to act and make their lives better. Making your speeches interesting can get people to pay attention to what you are saying.

Learning public speaking can help advance your career. Obviously, learning public speaking is useful in fields that revolve around public speaking, such as sales, but there are other benefits as well. Being comfortable with public speaking will help any career since you will be able to convince other people to listen to your ideas and you perform well at interviews. Learning public speaking helps you stand out since it is a very difficult skill, but a skill that helps with leadership. Leadership skills are very useful for your career, making learning public speaking useful.

Learning public speaking helps you personally outside of your career also. Speaking publicly increases your confidence since you are receiving positive feedback on your ideas and you are doing something challenging. Putting together and delivering a speech improves critical thinking since you use it to determine what to say and how you want to say it. Each time you speak publicly, you improve at communicating and arguing your own ideas. When you speak at events or conferences, you will end up listening to other speeches, which will make you a better listener.

Public speaking can have an impact outside of yourself and your career. You can help make the world around you a bit better. You can help push for change by speaking in public, which reaches a large audience quicker than forms of media. In addition, public speaking can sometimes be stronger than written information. Learning public speaking can help you make a difference.

**Brainstorming**

1. Why public speaking is important
2. How to prepare a speech
3. How to deliver a speech
4. How to improve at public speaking