**Harness Your Speech**

**How to begin speaking more clearly:**

* Reminding yourself to breath
* Speak slowly
* You start stuttering when you forget to breath
* To help you stop stuttering, you should read 2-3 pages at least aloud and record it, and listen to it
* Since, you will be hearing your voice again and again, you will get used to your voice and then, you can adjust it to make it the best
* **Daily Exercises:**
  + Hydration
  + Breathing (breathe in through nose, breath out through mouth)
  + Reading aloud
  + Speak a bit louder

**How to stop forgetting what you are saying mid-sentence:**

* If for e.g. you forget what you were saying mid-sentence, then, just keep talking or ask questions and while they answer, breath, it can help you get that thought that you forgot back
* Speak from your diaphragm not chest (BREATHING IMP.)
* Don’t be timid (non-confident)

**How to speak in front of people easily:**

* Don’t be that guy who is always thinking what should I talk about
* Don’t talk until they ask you, don’t over-talk
* Focus on your **BREATHING**
* Have bullet-points, font big, nice and spaced, DON’T MAKE IT COMPLEX