

PUBLIC SPEAKING

SURVIVAL GUIDE

Public Speaking Survival Guide for Tech Professionals



KNOW YOUR STUFF & IDENTIFY KEY OBJECTIVE

You can build confidence by mastering your topic and answering this question: "What is the one thing you want your audience to take away from your talk?" This objective will be the central theme around which you build your narrative.

UNDERSTAND YOUR AUDIENCE

Before you prepare your talk, consider the level of expertise your audience has.



TELL A STORY

As humans, we like storytelling. Instead of just talking through your content, frame the story about why you are sharing this.

By telling a story that follows this format, you make your content more relatable and leave a lasting impact.

USE VISUAL AIDS & SIMPLE LANGUAGE

Incorporate images, graphics, GIFs, diagrams, illustrations, and charts to convey your ideas visually.

Make complex concepts understandable by using clear language and providing relevant context.



ENGAGE THE AUDIENCE (IF YOU CAN)

Engage your audience by asking questions or encouraging them to participate. Interactive elements make your talk more dynamic and involve the audience in the discussion.

PRACTICE!

Rehearse your presentation multiple times.

Rehearse first by yourself and write a script if you need to. Next, ask colleagues or friends if you can present in front of them and ask for feedback!



Remember to always be authentic, repeat key points, use humor, and be present in the moment!