Positive Self Talk

Template

Scenario

Your manager has asked you to deliver a presentation to the senior leadership team, updating them on progress of the new software that is being designed by your team. You are actively involved in this software development and are enjoying your work. You don’t feel that delivering a presentation is the best use of your skill set and you don’t enjoy giving presentations. You are a technical expert with very practical skills. You think someone else in the team would be better suited to this task. You’ve only been part of this team for three months and you are keen to make a good impression. You would prefer not to do the presentation as it may impact the impression you give to the senior leadership team.

Task

Step 1:

Even if this is not personally how you would feel about this task, record all the negative self-talk you consider this person (or yourself) would engage in, in relation to this scenario. Write these in the first column.

Step 2:

Then go back through each negative self-talk statement and re-frame it to be a positive self-talk statement and write that in the second column.

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| NEGATIVE self-talk statement | POSITIVE self-talk statement |
| Example: I’m not experienced enough to give a presentation to the senior leadership team. | Example: This is an opportunity to impress the senior leadership team and make an impact with people I don’t usually get an audience with. |
| Example: I will just talk too fast like I normally do when I’m nervous. | Example: I will practice the presentation and get feedback from others to help me slow my pace. |
| I’m being set up to fail | This is a great chance to get in front of  the senior leaders and show them what I  can do |
| I’ve never done this before and I will be  bad at it | I will ensure I seek guidance from  experienced colleagues and use this as an  opportunity to learn from others and  grow |
| This doesn’t interest me | This is a great challenge to increase my  skill set |
| I don’t want to do this | This is a new skill I can develop and will  be necessary for the future |
| I’m not good at speaking in front of  people | This is an opportunity to improve my  public speaking |
| Am I being tested? They are trying to  make me do something I can’t do. | I’ve had good feedback so far about my  work, which must be why I’m being  trusted with this piece of work |
| Why me? I didn’t ask to do this! | It is a privilege and an opportunity to  have been chosen to complete an  important task. They must have  confidence in me if they are willing to put  me in front of the senior leadership team. |
| My strengths are my technical skills not  delivering presentations | I need to develop my presentation skills if  I want to progress in my career so I might  as well start now |
| I won’t be able to do this. | I will be able to do this once I seek help  and guidance from more experienced  colleagues |
| I don’t know how to deliver a good  presentation | I can research the skills required to deliver  an effective presentation that meets the  audience’s needs |
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