Do's and Dont's of giving Prusentations / Public Spuch and the importance of Audience analysis and communic-ation analysis.

Do's of giving prusentations / Public Speech.

1. Be Well Prupared
2. Know Your audience
3. Start with a Strong Opening.
4. Maintain Good Body language.
5. Speak clearly and comfidently
6. Engage the Audience
7. Manage time effectively
8. conclude strong

Dont's of giving prusentations / Public Speech.

1. Do not memorize entirely.
2. Avoid Reading from slides or Notes.
3. Do not speak too fast or too slow.
4. Don't ignore the audience.
5. Do not overuse visuals or Animations.
6. Avoid negative body language

Importance of Audience analysis.

- It helps you select appropriate content that resonates with listeners.
- It guides your tone, vocabulary, and examples to match their level of understanding.
- It allows you to anticipate questions or objections and address them effectively.

Verbal Communication skills

→ Includes your words, tones, pitch and speed. Effective verbal communication ensures clarity & impact.

→ Proper pronunciation, emphasis on key points, and a confident tone make the message persuasive.

Non-Verbal Communication skills.

→ This ~~incidents~~ includes body language, gestures, eye contact, posture, facial expression.

→ Non-verbal cues often speak louder than words.

→ Smiling, maintaining open posture, and appropriate gestures show confidence and sincerity.

Both Verbal & Non-Verbal communication must comple-t each other to deliver a powerful & credible person-ation.