**Show confidence and skills in oral communications and presentations**

People create opinions about a leader's competency in as little as half a minute, according to research. This implies that listeners will determine if we are trustworthy in seconds, depending on our body language and voice characteristics. Both what we say and how we say it are crucial.

The good news is that there is a wealth of scientific research that explains how we may project confidence and competence even when we are scared or timid on the inside.

**How to Project Confidence-**

**1. Make eye contact-**

Making eye contact with our listeners is the first step in establishing trust. According to one study, "eyes play a vital role in human social contacts." "When humans scan the features and eyes of others,

There is an easy approach to improve at this, but it will take some effort: Make a video of us rehearsing our presentation in front of a small group. Take note of all the times we gaze to our slides instead of our audience when you watch the clip. Practice and record once more. Try to spend less time talking to the slides and more time making eye contact with our audience every time we do it. Rehearse until the presentation is second nature.

**2. Maintain an open posture—**

This means there is no barrier between ourselves and the audience. Our arms are included in this. An uneasy speaker may automatically cross their arms, establishing a protective posture without realising it. Conversely, confident speakers keep their arms crossed.

Our hands and arms, however, constitute only one obstacle. Others must be eliminated.

A lectern is an obstruction. Keep your distance from it. A laptop stands between us and our listener. Place it to the side. Remove our hands from our pockets if we keep them there. An open stance makes us feel more secure by taking up more space. We will appear confident if we feel confident.

**3. Utilize motions to emphasise crucial ideas-**

Confident speakers use gestures to reinforce essential topics. Entrepreneurs presenting investors were more effective when they employed figurative language (stories, metaphors) and gestures to reinforce their point, according to one research.

Use motions to underline crucial points or stress a notion in regions of our presentation where they will appear natural. If we're listing a lot of objects, we can count them with our fingers. Stretch our arms and hands apart if we're discussing something broad or large. When sharing personal tales, prominent TED speakers like Brené Brown and Tony Robbins move their hands to their hearts, according to one study. Our movements will represent how we feel about the issue at hand and inspire the audience to participate with us on a more emotional level.

**How to Speak with Confidence:**

**Remove unnecessary words-**

Avoid using words that are just used to fill in gaps between sentences. We're talking about terms like hmm, ah, like, and the dreaded, you know? Listeners may find excessive filler words annoying, and presenters may appear uncertain of themselves. Eliminating them is also one of the most straightforward habits to break.

Begin by observing sports pundits' linguistic delivery. Filler words are rarely used by those at the top of their game. Instead, they think about what they want to say next before speaking, and they deliver their remarks clearly and simply. For outstanding instances, listen to Jim Nantz call a golf tournament, Bob Costas call the Olympics, or Al Michaels call a football game.

**Take some time to pause—**

Most people use filler words to avoid quiet. Using dramatic pauses requires confidence. In a written sentence, a pause is equivalent to a period. It allows our viewers to take a breather in between thoughts.

For example, a recent New York Times story highlights the stillness between notes in a classical music composition, explaining why brief pauses are so noticeable. We are hard-wired as social beings to notice interruptions in the flow of conversation. The author adds, "We understand the pregnant pause, the astonished stillness, the anticipatory hush." "A one-beat delay in an answer might convey hesitancy, cause pain, or be used as a joke."

In both music and speech, pauses are viewed as eloquence.

**Modify our pace-** Confident presenters vary the speed at which they deliver their messages. They speed up and slow down to emphasise their most crucial arguments.

Audiobooks are recorded at 150 to 160 words per minute. It's slow enough to understand, but not so quick that the listener struggles to keep up. Speakers at TED speak at roughly 163 words per minute, which is precisely in the sweet zone.

But there's a catch. When they want to enrich a tale detail and keep listeners engaged, the greatest presenters speed up to roughly 220 words per minute. When they wish to emphasise a certain message, they pause and then speak more slowly.

Take Bryan Stevenson, a TED speaker and human rights attorney. He received the longest standing ovation in TED history for his lecture. Stevenson is an accomplished public speaker. To keep the audience engaged, he continuously changes his speed. Stevenson sped up as he ran off a long list of what his non-profit aimed to do in one narrative about meeting civil rights hero Rosa Parks.

I started rapping to her. "Well, we're trying to fight injustice," I explained. We're attempting to assist those who have been wrongfully convicted. We're working to eliminate bias and discrimination in the criminal justice system. We're working to abolish the death penalty for minors. We're attempting to address the death penalty. We're attempting to cut costs.

The crowd was moved by the narrative and laughed. Stevenson's diverse and controlled approach turned a narrative that may have been dull and predictable into something touching and amusing. He never takes chances with his delivery.

How can we get better at this? Allow the tale we're attempting to tell to lead the way. Try speeding up if there's a point of our presentation or speech where it makes sense to fire off a succession of words or phrases — perhaps a segment where we need to go through a list of information. Then, as we get closer to our major point, slow it down.

The presenter who has mastered all six aspects of confident speaking is a rare breed. Many speakers are actually ignorant of them. Practice, practice, practice now that we know the techniques of looking confident in front of a crowd. Don't be too harsh on ourselves if it takes longer than expected. Some of these strategies may take a few practice runs to perfect, while others, such as pace, will take hours of work and sophisticated delivery abilities to master. Keep going. There is nothing more powerful than the combination of our physical presence and our ideals.

**Reference:**

https://hbr.org/2019/10/how-to-look-and-sound-confident-during-a-presentation