Self-Evaluation

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101 Fundamentals of Communication

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**Outline**

1. **Introduction**
2. **Body**
3. **Observed weaknesses of the speech**
4. **Observed strengths of the speech**
5. **My plans to improve with the next assignment**
6. **First manageable goal**
7. **Second manageable goal**
8. **Conclusion**
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In this work I will try to outline the weaknesses, and the strengths of my first speech. The topic of the speech was “Thinking About Thinking”. In my speech I explained the influence of a healthy lifestyle in the process of learning, and I presented to the audience three method that can be used for memory improvement. To write a successful self-evaluation, you must focus on the most important points that came up during the feedback discussion with classmates. It is helpful to analyze the Peer Evaluation form, given by the teacher. The video recording is very helpful in evaluation of speaker’s behavior, articulation and other nonverbal means of communications.

Choosing the topic was difficult in a beginning. My first choice was speaking about the transportation system in the city of Baltimore. It is a very interesting topic, but finally I decided to speak about the proses of memorization. I found this topic very interesting for myself. The human civilization accumulated enormous amount of information about human memory. Some methods that people used to help memorize new information were developed in ancient Greece. I did the research online, visited a library and started gathering a lot of interesting information. Then I realized that my problem was that my research was not focused. There is a lot of information about importance of healthy lifestyle, many researches were done on rabbits and rats. It is impossible to speak about all these facts in seven-minute speech. I realized it too late. When my speech was almost ready and I already supported it with citations and slides, I realized that it is too long. My first recording was over twenty minutes. After that discovery I started to cut out information, that in my opinion was not important. I needed to change my outline. At that point I understood that it was better to start all over, from the beginning. Unfortunately, I hit the time limit during my presentation and did not finished my speech. This experience showed me how important is time management in the process of writing a speech.

After collecting and studying the Peer Evaluation Forms I realized some other weaknesses of my speech. In the future it is necessary to use some transition words to clearly separate my points. I need to speak faster in future deliveries. I should put more effort on my eye contact with audience. I was working on this already, but not enough.

It is necessary to mentioned that English is my second language. I specially worked to slow down the speed of speech in purpose to make words more comprehensibly for the listeners. There is always necessity for me to work on the punctuation and pronunciation. In this context it is better to work more on the practice of changing pitch to add variety to the speech.

By evaluating my video recording I found that during the speech I often have unnecessary hand movement. My walking pattern on the stage area was too concentrated in one place.

In my opinion, the topic that I chose for the speech was interesting for listening audience. All members of the audience were students, and need good memorization skills to enhance their learning ability. Despite gender, age, or cultural differences all people use their memory, and hence would be fascinated to learn about human memory and the methods they can use to improve it. By doing the research and finding information on three different methods that anybody can use for improving one’s memory I anticipated that this speech will be interesting. Spending many hours on research was fun. I learned many fascinating facts. I plan to invest more time in the future working on one of the methods to train my memory. I was glad to learn that many people mentioned in conversation, that they discovered many new interesting details, and facts about the human memory by listening to the speech. Another strength was the double edged sword of the extensive research. I was confident in my knowledge of the material. I was ready to answer any questions if time would have allowed it. I think my power point presentation was interesting visually. I tried to use humor, and have eye catching visual images.

First and the more important goal for my next assignment will be better time management. I plan to make my future outline and research more focused. I also plan to do the first recording of my speech in the beginning of my preparation process to give me a better idea of my time use.

Second important aspect I will work on in the future will be my nonverbal communication skills. I need to control my arms movements. I need to practice more on the trajectory of my walk on the stage area. It is necessary to say that I need to add more comments in my power point slides. Another important detail I will work on in my next speech is involvement of the audience. I plane to prepare some questions for the listeners in order to catch their attention to the topic and keep the audience engaged.

In conclusion I would like to say that I learned a lot during the preparation of my speech. This will help me be more effective presenter in the future. I am more aware about my nonverbal cues; it was very helpful to observe oneself from the side. I was impressed by how much effort other student invested in their presentations. I will try to incorporate some of their strengths in my future efforts. For example, use association with the Raven’s team definitively will catch attention of the audience. I realize that delivering the speech is completely new area of knowledge and there is a lot of information and skills that I need to practicing and study.

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