

“All the great speakers were bad speaker at first”

Ralph Waldo Emerson

Mark Cuneo

CardConnect

**So you want to speak at your
local OAUG but...**

Something is Stopping you...

- You're not sure what to speak on
- You don't know how to organize it into a speech
- You're afraid it will be boring
- You don't have the time
- You are terrified of speaking in front of a group



I've Got Good News for You

- This session will help you give a good speech
- It will help your career:
 - Get's you noticed in at OAUG
 - Help you give a good presentation at your office

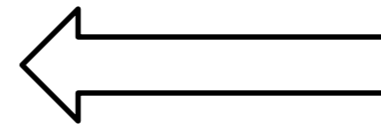


Organizing A Speech

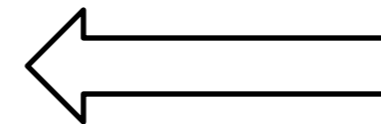


A Speech Is A Lot Like A Hamburger (Triple Decker)

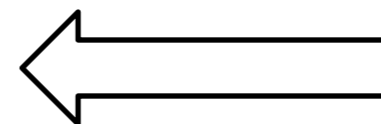
Planning and Preparation



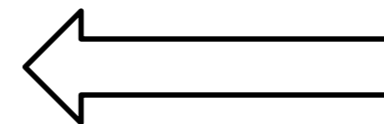
Creative Idea



Opening



The Meat



Conclusion



Go Shopping—Planning and Preparation



- Identify and know your topic clearly
- Choose something you know real well
- Choose something you are passionate about

Go Shopping—Planning and Preparation



- Choose a subject that appeals to your audience
 - Mind
 - Emotions
 - Senses
- Write down the conclusion you want to reach

Top Bun—Opening & The Hook



- Grab your audience's attention—The Hook
 - Open with a question
 - Startling statement
 - Fact that will catch your audience's attention
- Arouse your audience's interest with your opening statement
- Tell them the purpose of your speech
 - State your topic
- Let them know early the purpose of your speech

The Meat—Your 3 Points



- This is the meat of your presentation
- It contains support for your purpose
- Present your first key point and have your supporting information following-usually 2-3 supporting ideas under each key point

The Meat—Your 3 Points



- Do this with every point and you will not get lost. Just remember that you are working on the "meat (middle) of the hamburger."
- Include stories, personal experiences, examples and anecdotes when appropriate.
- Include facts, proof, or rebuttal of opposing views
- Do I need 3 points?



Bottom Bun—Conclusion

- Take a look at your opening again and here is where you will tie it in to the ending
- Ideally add a twist—everyone likes a twist
- Your audience will remember this
 - Make it a well-remembered ending
- Finish forcefully and confidently—that you know it and believe it



Not Being Boring



Be Exciting—Spice it up!

Tell Stories

Use Humor

Give personal experiences

Make it you



Stories

Delivery

Confidence

Developing a Thesis Statement



If you would like help with a speech

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