

Introduction Speech – 1st Oral Presentation

Throughout the year students will be asked to present oral and dramatic presentations. Frequently we will deliver oral readings in which students will be asked to read a passage out loud to the class. Other times students may be asked make a speech presentation at their seat or at the podium. Regardless of the content or purpose, when given the opportunity to present material orally to the entire class, it is important that we learn some basic steps in delivery.

1. Practice – Know your topic well. When given an opportunity to prepare for an oral presentation, always take advantage of the ability to practice.
 2. Read through the text making sure you know all words and how to pronounce each properly.
 3. Take your time. Though your body might be telling you to hurry up and finish, don't rush the spoken word. More mistakes are made when speaking quickly.
 4. Be sure to have plenty of breath and don't use it all with the first few words.
 5. Good posture will not only help relax you, it will make it easier for your audience to hear and understand you. Try to keep your head up while speaking. If you are reading, hold your text up. Keep your back straight and don't slouch or slump.
 6. Try to avoid filler words. Pausing is a good technique to use rather than a filler word (and, um, a, etc.)
 7. Speak with volume and clarity so all may hear and understand your words.
 8. Try to look at your audience. Eye contact will help you to appear believable and more interesting.
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For our first oral presentation, you will be asked to introduce a fellow classmate to the rest of the class.

To prepare for this assignment, each student has answered five questions. (See handout) Those responses will be re-written on a 3 x 5 notecard that will then be used to assist with the oral presentation.

We will have a lottery in which students will draw another's name. Each student will then draw a number in which to speak (our speech order). Finally, students will stand at their seats (not the podium) to share the information with the rest of the class. You will be able to use the note card to assist you, but you should not just read the card to the class.

Your rubric will assess your enthusiasm, delivery, posture, and content. **(See rubric)**

We will begin presentations _____