



How to Improve Your Public Speaking Skills

Public Speaking Skills Guide Collection

Quentin J. Schultze



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Resources in Education,1998

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Grippio,2014-01-22 This is the 2nd Edition of this book The first published in 2009 won a Readers Favorite Silver Medal for Non Fiction Since then many new software tools for enhancing presentation visual aids have been introduced and are discussed herein Regardless of your profession e g business science engineering or government communicating in front of others is useful and becomes even more of a necessity as one progresses in an organization Many topics are presented herein such as Ancient human versions of Facebook and Twitter the Evolution of Verbal awareness of the role your eyes and gestures play verbal strong words to use speaking speed strategies for handling hostile questions security blankets to avoid and even tips for making a presentation to your boss and management On the job presentations are emphasized such as those within corporations and other organizational entities business and technical conferences symposia and scientific poster sessions The public speaking strategies and tips are described in a straightforward and easy to follow manner The author uses his extensive education 35 years of management consulting and executive management experience as well as research on public speaking to present a useful guide for presentations in any setting As William Hewlett Co founder of the Hewlett Packard Corporation said How can I trust someone to manage multi million dollar projects if he or she can t manage a half hour speech

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