Overcoming Anxiety
Similarities Between Public Speaking and Conversation

- Organizing thoughts logically
- Tailoring the message to the audience
- Telling a story for maximum impact
- Adapting to listener feedback
Differences Between Public Speaking and Conversation

- Public speaking is more highly structured
- Public speaking requires more formal language
- Public speaking requires a different method of delivery
Nervousness Is Normal

Your body is responding by producing extra adrenaline, a hormone released into the bloodstream in response to physical or mental stress.
Reducing Speech Anxiety

• Acquire speaking experience
• Prepare, prepare, prepare
• Think positively
• Use the power of visualization
• Know that most nervousness is not visible
• Don’t expect perfection
UNC Charlotte Toastmasters

• A great way to acquire speaking experience.
• Located on campus.
• Held every Friday.
UNC Charlotte Toastmasters

A stepping stone on the road to success for students, staff, faculty, and alumni of the University of North Carolina at Charlotte

BREAKING NEWS: UNC Charlotte now has an official chapter of Toastmasters International, the premier worldwide organization dedicated to public speaking and leadership. All UNC Charlotte students, alumni, and staff and faculty members now have the exclusive opportunity to:

- **Discover** how more than 200,000 Toastmasters worldwide are honing their communication skills in a fun, supportive, motivating environment
- **Learn** tried-and-true ways to deliver effective presentations, to think on your feet, and to provide constructive feedback to your peers
- **Meet** exciting colleagues from your campus community
- **Succeed** as a public speaker, leader, and communicator

... all in a fun, supportive, and motivating environment on campus at UNC Charlotte

<table>
<thead>
<tr>
<th>Toastmasters will give you the skills and confidence you need to effectively express yourself in any situation. <strong>You will:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Become a better listener</td>
</tr>
<tr>
<td>Comfortably give and receive constructive evaluations</td>
</tr>
<tr>
<td>Effectively develop and present ideas</td>
</tr>
<tr>
<td>Give better professional presentations</td>
</tr>
<tr>
<td>Easily lead teams and conduct meetings</td>
</tr>
<tr>
<td>Hone management skills</td>
</tr>
</tbody>
</table>

| **What:** UNC Charlotte Toastmasters |
| **Who:** All UNC Charlotte staff and faculty members, students, and alumni |
| **When:** Every Friday from noon to 1 p.m. |
| **Where:** The New Student Union, Room 200 |
| **How:** It’s easy. Visitors are always welcome. Just show up to a meeting or contact us at president@unccharlottetoastmasters.org |

www.unccharlottetoastmasters.org
Positive Nervousness

Controlled nervousness that helps energize a speaker for her or his presentation.
Visualization

Mental imaging in which a speaker vividly pictures himself or herself giving a successful presentation.
Critical Thinking

Focused, organized thinking about such things as the logical relationships among ideas, the soundness of evidence, and the differences between fact and opinion.
Other Methods for Controlling Anxiety

• Your message must be organized!

• The amount of time you spend practicing counts!

• Prepare a great introduction.

• Use Visual Aids.