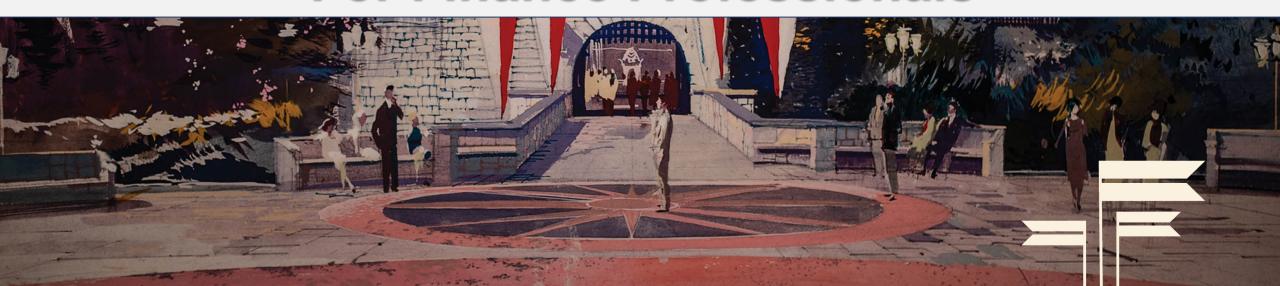


# Public Speaking & Presentations For Finance Professionals







#### **Topics of Discussion**

- Uses for Public Speaking
- Fear of Public Speaking
- Effective Communication
- Focus on Non-Verbal Communication
- Presenting with PowerPoint
- Wrapping Up

#### When Would You Use Public Speaking?

- Presentations
- Trainings
- Interviews
- Meetings (e.g. board, staff)
- Networking
- Leadership
- \*\*ANY Social Situation\*\*





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#### What Makes a Speaker Memorable?

- Knowledgeable
- Evokes Emotion
- Funny
- Engaging
- \*\*Charismatic\*\*
- \*\*Confident\*\*





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#### Top 10 Fears & Phobias

- 1. Public Speaking
- 2. Heights
- 3. Bugs/Snakes
- 4. Drowning
- 5. Blood/Needles
- 6. Claustrophobia
- 7. Flying
- 8. Strangers
- 9. Zombies
- 10. Darkness





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#### What is Fear?

noun -

A distressing emotion aroused by impending danger, evil, pain, etc.

Whether the threat is real or imagined









#### What is "Fight or Flight"?

- Automatic Response
- Physiological Symptoms
- Rewire Your Response





#### Have You Recorded Yourself?

- Fastest Way to Get Better
- Look for Nervous Ticks





#### What is Effective Communication?

55% Body Language

38% Vocal Tone

93% "Non-Verbal"

\_\_7% "Verbal" (e.g. words)
100% Effective Communication





## **Body Language**

- Posture
- Facial Expressions
- Gestures
- Composure

#### Steve Three S's

- 1. Sit/Stand Tall
- 2. Smile
- 3. Slow Down

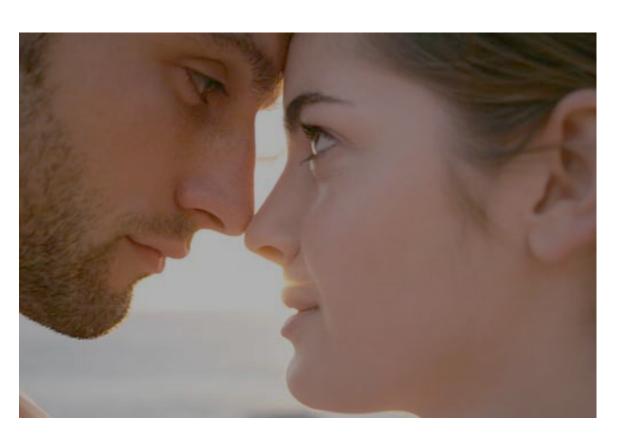






#### Eye Contact

- Information
- Intimidation
- Intimacy
- Influence





#### **Vocals**

- Tone
- Volume (loud)
- Pitch (high/low)
- Speed (slow/fast)
- Pauses

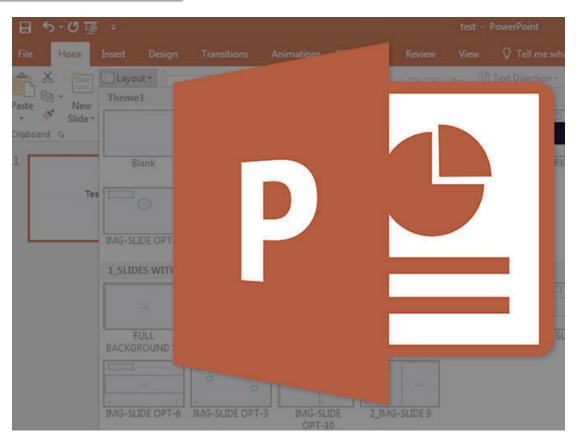






#### Death By PowerPoint

- Less is MORE
- Slides are a guide
- Images can help
- Use animations?
- Do not read slides





## <u>Summary</u>

- Overcome the Fear
- Focus on the 93%
- Body Language
- Eye Contact
- Vocals
- Use of PowerPoint





## Amy Cuddy's "Power Pose"

"Your Body Language Shapes Who You Are"

2012 TED Talk 56 million views



Social psychologist

Faculty at Rutgers, Kellogg School of Management, Harvard Business School



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"People will forget what you said, people will forget what you did, but people will never forget how you made them feel."

- Maya Angelou, American poet

Steve Yu, MBA CFO, UCLA Law

