

EYE CONTACT AND NOTE-TAKING

Don't memorize. Don't read.

Just deliver.



I. EYE CONTACT: WHAT NOT TO DO

Don't read from a paper

Don't try to memorize the whole speech

Don't imagine everyone in their underwear

Don't stare at the back of the room

Don't stare at the teacher or another student



II. EYE CONTACT: WHAT TO DO:

A. Sustained eye contact:

- Definition: Looking at each person for a few seconds before moving to a new audience member
- Effect: Connect individually with each person
- Don't just stare at them, care about them

B. Things to remember:

- Don't forget the sides of the room
- Look at people, not objects
- Use non-verbal cues from the audience to help you!



III. NOTE CARDS AND NOTES

- A. Must be in outline form
- B. Use as a backup, not as your speech
- C. Note cards vs. 1 page of notes:
 - 1. Note cards: Smaller, held in hand, noticeable
 - 2. Page of notes: Left on table, less noticeable
- D. Not a substitute for poor preparation
- E. Not to be read from
- F. List key points, numbers, facts, and main ideas



IV. PRACTICE: OUTLINE THIS INTRO:

By the time you leave this class today, 3 Americans will have been killed in a D.U.I. On average, one life is taken by drunk driving every 33 minutes in this country. That's more than 11,000 people every single year, dying a totally preventable death. Imagine the outrage you'd see if a terrorist killed that many Americans. We'd declare war in an heartbeat. Today, I hope to convince you that it's time to declare war on Drunk Driving. Our laws are strong, but our police enforcement is weak. That means each and every one of you in this audience needs to listen closely today; I have a job for you, and that very important job could actually save the life of someone you love.



- I. Leave class → 3 Americans – DUI
 - A. Every 33 mins
 - B. 11,000 / year (*preventable!)
 - C. Compare to terrorism
- II. Thesis: War on DUI
 - A. Strong laws/weak enforcement
 - B. Listen close: Save life!

PRACTICE: CAN YOU MAKE THE
SPEECH? MAKE AN OUTLINE OF
POINTS FOR THIS SPEECH IN YOUR
NOTEBOOK

Notice: No complete sentences / phrases!

Only 4 or 5 per bullet point

Use words instead of 12