

# Secrets for Taming the Public Speaking Jitters

*Powerful tools for communicating with confidence when all eyes are on you.*

Business settings are rife with demands for public speaking. Unless you can achieve a comfort level with speaking confidently in front of a group, you will limit your career. In his new book, ***Better Business Speech: Techniques, Tricks, and Shortcuts for Public Speaking at Work*** (Rowman & Littlefield Publishers, Oct. 8, 2017), Paul Geiger, an accomplished actor and seasoned speech coach, offers actionable approaches for communicating with authenticity and confidence — whether in meetings, on conference calls, in presentations or while networking.

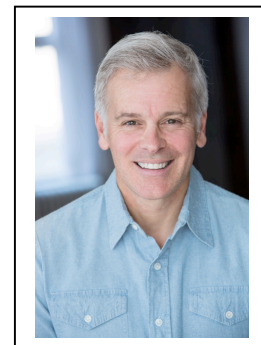
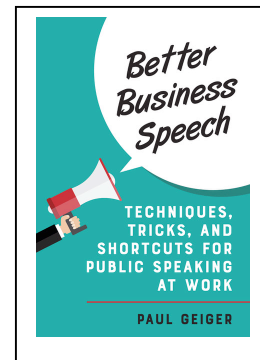
Geiger’s advice goes far beyond addressing the organizational and content-related aspects of public speaking. He addresses the “three-headed monster” that individuals must conquer when in the speaking spotlight: the sense of being judged, the fear of consequences if you falter and the energy of attention — the surge of energy that hits when all eyes turn expectantly on you. He also delves deeply into the physical aspects that can make or break public speaking. By describing exercises for integrating deliberate breathing, natural gesturing and appropriate facial expressions, he ensures that your message is conveyed not only through your words, but reinforced through your body language.

Geiger argues that most people don’t breathe efficiently. In order to relay the perception of authenticity and poise, they need to practice accessing the power of their breath for taming nerves, regulating their pacing, projecting their voice and staying grounded in their message.

*Better Business Speech* devotes multiple chapters to troubleshooting predicaments around a variety of public speaking scenarios. He addresses all the elements that can sabotage the delivery of your message — from how to push through the initial wave of nervousness, to overcoming the use of filler words and sounds (um, uhhh, like), to fully utilizing a pause when attempting to get back on track.

He shares the effective physical and mental attributes that make up authoritative public speaking and can describe:

- How to define your “bumper sticker” — or the catch phrase that sums up your information and engages your audience
- Why you should never start in neutral — and how to get your motor going to make a convincing start
- How to ride the energy of attention — ways to anticipate and prepare for the surge of excitement directed at the speaker
- How to exude an executive presence — cultivating a combination of clear thoughts, confident body language and commanding meeting dynamics
- How to control breathing — proven ways to provide vocal fuel
- How to perfect the body language of persuasion — from facial expressions, to integrated gestures to eye contact
- How to correct vocal problems — exercises for projecting, slowing down, eliminating “up speak” and more



“Speech should always be a full-body experience — even when talking on the phone! Gesturing and facial expressions definitely have a positive effect on the sound of your voice. Your body language has the power to add subtle, unspoken nuance to everything you say. When you lack good body language, you can only tell half the story.”

—Paul Geiger

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In *Better Business Speech*, Geiger has distilled massive amounts of speech and phonetics information into usable concepts that can be adopted through simple steps and exercises. His solutions help take the discomfort and anxiety out of public speaking, replacing them with powerful tools for communicating effectively.

## About the Author

Paul Geiger helps businesspeople communicate clearly, overcome their fear of public speaking and promote themselves and their ideas with effective speech techniques. He is currently a Senior Associate Instructor at New York Speech Coaching in New York City. Paul uses his training, his experience and, more importantly, his intuition to figure out the key action steps that work for each individual client. Paul is also an accomplished actor, voiceover artist and on camera host.

His new book, ***Better Business Speech: Techniques, Tricks, and Shortcuts for Public Speaking at Work*** (Rowman & Littlefield Publishers, Oct. 8, 2017), provides readers with the tools necessary to make lasting changes that will enhance speaking skills in all facets of business life.

“My very simple approach is: relaxation leads to comfort, which leads to confidence.”

—Paul Geiger