# Public Speaking MB **Presenter Tina Roy**



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## **Public Speaking Requirements**

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#### Public Speaking Merit Badge Requirements

1. Give a three- to five-minute introduction of yourself to an audience such as your troop, class at school, or some other group. (Day 1)

2. Prepare a three- to five-minute talk on a topic of your choice that incorporates body language and visual aids. (Day 3)

3. Give an impromptu talk of at least two minutes, either as part of a group discussion or before your counselor. Use a subject selected by your counselor that is interesting to you but that is not known to you in advance and for which you do not have time to prepare. (Day 2)

4. Select a topic of interest to your audience. Collect and organize information about this topic and prepare an outline. Write an eight- to 10-minute speech, practice it, then deliver it in a conversational way. Homework - submit outline

5. Show you know parliamentary procedure by leading a discussion or meeting according to accepted rules of order; or by answering questions on the rules of order. Link sent - briefly Discuss day 1 (homework)



1. Give a two- three minute introduction of yourself to an audience such as your troop, class at school, or some other group.

Hello, I'm Joe Scout of Troop 111 in ...., CA and My Troop is sponsored by First United Methodist Church I started scouts when I was

> and that's why I like Scouting.

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## Differences between Public Speaking and Conversation

#### PS is more structured

- Usually time limited
- Questions not allowed to interrupt the speech,
  - usually left for at end (time permitting)

#### PS requires more formal language

- No slang, jargon or bad grammar
- Speeches should be something special so that they qualify as life events and are remembered

#### PS requires a different method for delivery

- More formal delivery
  - No vocalized pauses "uh", "ah", "um"
  - Don't use stock phrases repeatedly "you know", "basically", "I

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mean"

#### **Similarities between PS and Conversation**

## Organize your thoughts

- Giving someone directions to your house
- Tailor your message to the audience
  - Talk about camp to Cub Scouts
  - Talk about camp to Scouts BSA
- Telling a story for maximum impact
  Don't tell the "punch line" of a story first
- Adapting to listener feedback

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 Watch for non-verbal feedback – looks of confusion, looks of pain or hurtfulness, looks of boredom

### **The Speech Communication Process**

- Speaker speech communication starts here
- Message whatever is communicated
- Channel means by which a message is communicated
- Listener the receiver of the communicated message
- Feedback comes in many forms and must be understood
- Interference anything impeding the communication of the message

Situation – the time and place of occurrence

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### **Analyzing the Audience**

- Good speakers are audience-centered
  - Primary purpose of a speech is to get a desired response
- Keep the audience foremost in mind at every step of preparation and presentation
  - To whom are you speaking?
  - What is it you want them to know, believe or do as a result?
  - What is the most effective way to compose and present your speech to accomplish those ends?



3. Give an impromptu talk of at least two minutes, either as part of a group discussion or before your counselor. Use a subject selected by your counselor that is interesting to you but that is not known to you in advance and for which you do not have time to prepare.





### **The Psychology of Audiences**

- It's up to the speaker to make the audience choose to pay attention.
- Every speech contains two messages:
  - One from the speaker
  - One received by the listener
  - "People are egocentric
  - Egocentrism the tendency for people to be most interested in themselves, their own problems and the way to solve them.
  - They pay closest attention to what affects their own values, beliefs and well being.



### **Adapting to the Audience**

#### Before the Speech

- Assess how the audience is likely to respond
- Adjust what you say to make it
  - Clear
  - Appropriate
  - Convincing

#### • During the Speech

- Things may/will not go exactly as you plan
- Don't panic, remain calm and adapt
- Remember:

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- Who am I speaking to?
- What do I want them to know, believe or do?
- What is the best way to accomplish this?
- Practice, practice, practice



## **Organizing a Speech – Supporting Materials**

#### Supporting Materials

- The "flesh" that fills out the skeleton of your speech
- By themselves main points are only assertions (facts or belief).
- Listeners need supporting materials to accept what the speaker says
- Three major types of supporting materials:
  - Examples
  - Statistics
  - Testimony
- Always provide sources to give credibility to the supporting materials



## **Speech Delivery**

#### Types of Delivery

- Read from manuscript
  - only done when absolute accuracy is required
- Reciting from memory
  - seldom done, if done rehearse until you're very comfortable doing it
- Impromptu
  - speaking with little or no preparation
  - avoid unless you are extremely comfortable with the subject
- Extemporaneously
  - carefully prepared and delivered from a brief set of notes
- Should sound spontaneous even if it has been rehearsed extensively



2. Prepare a three- to five-minute talk on a topic of your choice that incorporates body language and visual aids.



4. Select a topic of interest to your audience. Collect and organize information about this topic and prepare an outline. Write an eight- to 10-minute speech, practice it, then deliver it in a conversational way.

## What Makes a Good Leader Why I like Scouting Why Merit Badges Are Important

## **MY GOAL IN SCOUTING IS**

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Show you know parliamentary procedure by leading a discussion or meeting according to accepted rules of order; or by answering questions on the rules of order.

Robert's Rules of Order states that "these rules are based on a regard of the rights of the majority, of the minority, especially a strong minority–greater than one third, of individual members, of absentees, and of all these together. The means of protecting all of these rights in appropriate measure forms much of the substance of parliamentary law, and the need for this protection dictates the degree of development that the subject has undergone."Mason's manual cites ten principles that govern procedure in group decision making:

1. The group must have the authority to take the actions it purports to take;

2. there must be a meeting of the decision-making group;

- 3. a proper notice of the meeting must be given to all members of the group;
- 4. there must be a quorum present at the meeting;
- 5. there must be a question before the group upon which it can make a decision;
- 6. there must be an opportunity to debate the question;
- 7. the question must be decided by taking a vote;
- 8. there must be a majority vote to take an action or decide a question;
- 9. there must be no fraud, trickery or deception resulting in injury to another member;

10. and to be valid, any action or decision of a body must not violate any applicable law or constitutional provision.



#### Thank you



#### Great job Scouts!

