



# Wolverhampton Speakers Club

## Section C Exercise 14 – Speaking Without Notes

The speaker will prepare a 5-8 minute speech to be delivered to the audience without the use of notes, which will be handed to the Evaluator prior to the delivery of the speech.

### For This Exercise

NB: for this Exercise the lectern will be removed and the speaker will be required to stand in front of any tables in full view of the audience.

- Speech suitable for delivery without notes?
- Accuracy and familiarity with content?
- Confidence?
- Fluent, without many stumbles?
- Use of voice?
- Gestures?
- Increased eye contact?

### General Techniques

Construction	Voice
<ul style="list-style-type: none"> <li>• Easy to follow?</li> <li>• Clear Beginning/Middle/End structure?</li> <li>• Does speech need signposting Y/N?</li> <li>• If so, is there clear signposting?</li> <li>• Powerful opening?</li> <li>• Powerful ending?</li> </ul>	<ul style="list-style-type: none"> <li>• Clarity?</li> <li>• Pronunciation?</li> <li>• Varied pitch and volume?</li> <li>• Varied pace?</li> <li>• Correct use of pauses?</li> <li>• Not tailing off?</li> </ul>
Notes	General
<ul style="list-style-type: none"> <li>• First sentence memorised?</li> <li>• Last sentence memorised?</li> </ul>	<ul style="list-style-type: none"> <li>• Suitable subject?</li> <li>• Stance?</li> <li>• Gestures?</li> <li>• Mannerisms?</li> <li>• Use of language?</li> <li>• Audience rapport?</li> </ul>

### Techniques From Previous Exercises

<ul style="list-style-type: none"> <li>• Speech Construction</li> </ul>		<ul style="list-style-type: none"> <li>• Using Your Voice</li> </ul>
<ul style="list-style-type: none"> <li>• Word Painting</li> </ul>	<ul style="list-style-type: none"> <li>• Speaking With Your Body</li> </ul>	<ul style="list-style-type: none"> <li>• Storytelling &amp; Narrative</li> </ul>

### Possible Recommendations

- Move on to next Exercise
- Repeat Exercise with same speech
- Repeat Exercise with a new speech