



Wolverhampton Speakers Club

Section C Exercise 17 – Leading a Discussion

The speaker's role is that of introducing the issue (2 minutes), leading a discussion on that issue (10-20 minutes) and summing up that discussion (2 minutes).

For This Exercise

<ul style="list-style-type: none"> • Suitable subject for discussion? • Facilitator or dictator? • Ground rules? • Did everyone have a chance to speak? • Did anyone dominate the group? • Dealing with 'tangents' and 'red herrings'? 	<ul style="list-style-type: none"> • Active listening and interventions to guide direction of discussion? • Making own points rather than facilitating the flow of the discussion? • Staying on topic? • Summing up? • Was a conclusion/consensus reached? • Effectiveness of discussion?
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General Techniques

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

Techniques From Previous Exercises

<ul style="list-style-type: none"> • Speech Construction 	<ul style="list-style-type: none"> • Use of Notes 	<ul style="list-style-type: none"> • Using Your Voice
<ul style="list-style-type: none"> • Word Painting 	<ul style="list-style-type: none"> • Speaking With Your Body 	<ul style="list-style-type: none"> • Storytelling & Narrative

Possible Recommendations

<ul style="list-style-type: none"> • Move on to next Exercise • Repeat Exercise with same speech • Repeat Exercise with a new speech
