



SELF-LEARNING ACTIVITY 2 - LET'S REHEARSE!

OBJECTIVES

Rehearse the oral presentation as a tool to gain confidence and reduce anxiety.

TIME REQUIRED

Depending on the amount of time that you want to dedicate to it. It is advisable to start rehearsing as early as possible.

NUMBER OF PEOPLE

Individual.

TECHNICAL REQUIREMENTS

None.

INSTRUCTIONS

1. While you prepare the oral presentation, take time to practice it out loud, even if it is not finished yet.
2. Ask yourself how you feel and what you think needs more work or what you think you should take out of the presentation. Maybe you need to move a part or go deeper into an idea, look for more information or change the tone that you give to the whole presentation.
3. While you are preparing the presentation and doing the oral rehearsal, you must be very clear about the time you have to carry it out and, also, if you are going to use some kind of visual support (slides, object, board...).
4. Once you have the presentation done, rehearse it and record yourself so that you can see yourself and analyse what you like, what works and what you would change. It is very important that you see yourself, even if at the beginning you may feel a bit uncomfortable.
5. Write down important points that you think should be kept and those that you want to improve.

6. Prepare the visual support so that it fits with the speech as much as possible.
7. Re-rehearse, record yourself or invite someone to act as an audience, and time it! It is always advisable to make the presentation shorter than the maximum time allowed so that you don't go as far as the limit, which can cause nervousness.

SELF-EVALUATION AND REFLECTION GUIDE

It is good to rehearse several times and also to space out the rehearsals. Therefore, the earlier in advance you start, the better you will be able to prepare and build the presentation. It is important that you ask yourself these questions about the presentation:

- Do you feel comfortable?
- Do you think it follows your own communicative style?
- Have you taken into account a powerful *captatio* and a strong ending?
- Is everything you explain easy to understand? Did you use examples or metaphors?
- Do you use appropriate language?
- Have you tried to use *storytelling*?
- Do the slides emphasise what is most important? Do they complement your explanation well?
- What has the audience who watched you rehearse said to you? Have you included their comments?
- Have you noticed whether taking deep breaths before the rehearsal and warming up your voice and body make you feel better? Before starting did you take a moment to concentrate on what you were going to explain?

Good luck!