

THE 7-STEP GUIDE TO FEARLESS SPEAKING



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YOUR POWER IS IN AUTHENTICALLY EXPRESSING THE
TRUTH OF WHO YOU ARE.

EssentialSpeaking.com

Do you want to speak without fear in all areas of your life?

Yes! I'm sure you do. And, that is why you are reading my ***7-Step Guide to Fearless Speaking***.

First, I want to tell you that the freedom to express yourself with confidence is possible. I once suffered from stage fright and discovered that finding my true voice was the key to dissolving fear. Now, I am deeply committed to helping you overcome your fear so you can be comfortable and natural whenever you speak, whether it's one-on-one or in front of groups.

Your inner voice is the most natural and powerful asset you possess.

Today, I'll be giving you my ***7-Step Guide to Fearless Speaking***. This is an innovative approach that goes beyond conventional public speaking trainings. It is based on my 30 years of practice as a Clinical Psychologist, my success conquering stage fright, and my experience leading workshops worldwide as Training Director of Speaking Circles® International.

These **7 Steps to Fearless Speaking** are based on presence, connection, and authenticity.

- **Presence keeps you calm and centered.**
- **Connection brings you closer to your listeners.**
- **Authenticity leads you to your inner strength.**

I believe that gaining confidence to speak is not about crafting a better speech or learning performance techniques. It is about being comfortable with who you are.

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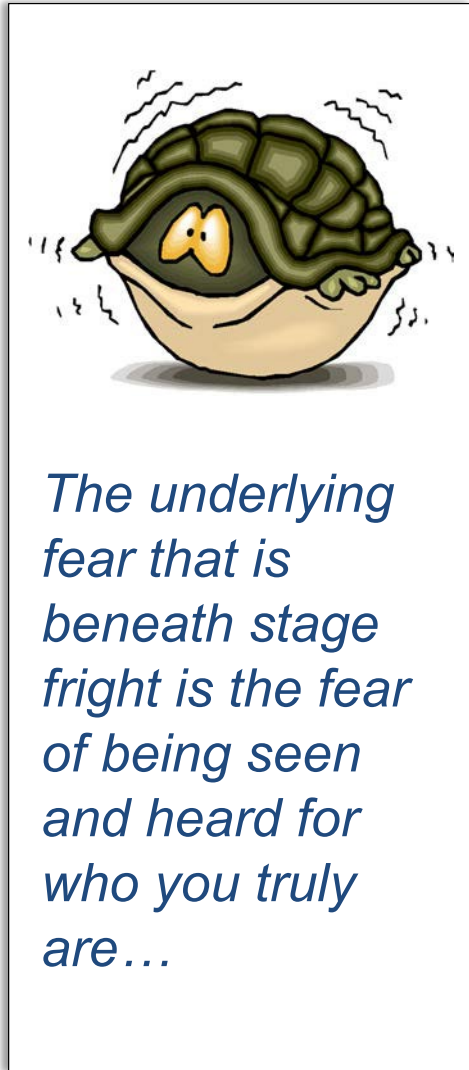
Join others who are dissolving their fear.

Are you ready to begin your Fearless Speaking journey now? Then follow this **7-Step Guide to Fearless Speaking** to find your voice and change your life!

To support you, I am offering a complimentary consultation of 15 minutes. Feel free to contact me at doreen@essentialspeaking.com so we can arrange a time to talk.

Best wishes,
Doreen





THE FEAR OF PUBLIC SPEAKING

Before we begin the 7 Steps that can guide you to being a fearless speaker, you first need to examine what has caused you to be afraid of speaking. When you understand the origins that have contributed to your anxiety, you are closer to reclaiming your real voice.

To help you focus, we can divide your life experiences into these segments...

- childhood
- teenage years
- adulthood

Take each segment and ask yourself if there were any incidents that you recall where you were made to feel afraid to speak in front of others.

Other contributing factors could be...

- Cultural influences that dictated your behavior from birth. The message might have been that “children are to be seen but not heard”.
- Family dynamics such as an overbearing parent or being lost among a large group of siblings.
- Ethnicity or minority status that played a part in reducing the opportunities to speak up.
- Traumatic events where you were thrust into a paralyzed state of fear.

Take your time to reflect on these moments and remember that understanding yourself is the beginning of change. When you become clear about the true origins of your speaking anxiety, you will be better prepared to overcome your fear and reclaim your real voice.

Notes: Write about your memories in the space below.

7 STEPS TO FEARLESS SPEAKING

1. **BE Silent**
2. **BE Present**
3. **BE Aware**
4. **BE Listening**
5. **BE Affirmative**
6. **BE Connected**
7. **BE Yourself**

The first thing you might notice is that each step begins with BE. This is because we are working on an essential state of BEING rather than putting on a performance.

With each of these steps, you become more and more able to BE in the moment, connected to yourself, and free to express what it is you want to say in any situation.

In fact, when you find your real voice, you find the courage and confidence to BE who you are and live more fully in both your professional and personal life.

Step 1: BE Silent

Many people are terrified that they will go blank and lose their way when they speak. Instead of taking a pause, they use fillers such as um and ah.

When you can become comfortable with silence, then you have achieved the 1st step to being a fearless speaker. The idea here is that silence is a source of strength. It is like an inner muscle that is rarely used but must be developed.

How can you develop this muscle? This is your journey, so decide on what is available to you and what your practice of silence or a sense of stillness might be. Some meditate, some walk in nature, while others just sit for a few moments and take deep breaths.



*At your center,
there is a silent,
still point where
fear does not
exist.*

Step 2: BE Present



The power of your presence is realized when you can be absolutely centered in the moment.

What has happened for many of you who are terrified to speak is that in the past you have had a previous negative experience in front of groups.

Whether it was a teacher who embarrassed you, a parent who put you down, or a boss who expected you to answer a question at a business meeting when you were unprepared, this memory of “failure” keeps haunting you.

It's important to find ways to practice being in the moment without going into the past or projecting into the future. Don't ever forget...your power is in the now.

Step 3: BE Aware

In our society, looking people in the eyes can carry non-verbal messages, ranging from friendly to invasive. It is no wonder that we have not learned to be comfortable with gazing into another's eyes.

Perhaps if we are familiar with someone, we can allow our eyes to soften. But in front of a group, it can be very hard to look at people who we think might be judging us.

However, it is eye-to-eye connection that is the primary way to establish rapport. So, think of your listener's eyes as windows. Speak to his/her heart and be amazed.



*To look directly
at another and
be seen gives
you strength
and makes it
easier to be the
center of
attention.*

Step 4: BE Listening



Listening to your listeners is a powerful way to engage them.

Learning to listen is part of what can make it easier for you to speak. It helps you take the focus off of fear.

Too often, people rush through what it is they have to say without even noticing how the listeners are receiving their words. Just because there is an audience, does not mean they are really listening to you.

Learn to listen to your listeners as they listen to you. It is an ongoing and active process. In this way, you can follow your words and note if your audience is with you and if your words have landed.

If you are in the moment, you can make the adjustments. The engagement then feels so much more real.

Step 5: BE Affirmative

When you can change your focus from what others may be thinking about you and, instead, look for something you like about them, you are freer to express yourself.

The secret here is that when you can identify a positive quality about your listener, you are no longer looking for how they might be judging you.

When they experience you as being more open to them, they are more positive toward you.

Start affirming now.



*You can influence
your life by being
gracious and kind
to yourself and
others.*



The more you are able to engage with just one individual, the more it is possible to have a true connection.

Step 6: BE Connected

You probably already have a sense of what it is like to connect one-on-one with another. This same capacity is the trick to speaking without fear in front of a group. It becomes a series of conversations you are having with one person at a time.

Most people think you need to make contact with as many people as you can. This means you scan the room quickly and never really

engage fully with anyone.

The idea is to make a strong connection with individuals. When you do this, others begin to feel connected to you. They can't wait for you to be with them in this way. So, find just one person, and speak only to him/her.

Step 7: BE Yourself

When you are not afraid to be who you really are, your Essential Self, then you become free to express your authentic voice. What a difference you can make in your own life!

Getting to know the sound of your own voice gives you a way to come back to yourself again and again.

Knowing who you are and being willing to speak from that core connects you with your personal power. Make this knowledge your steadfast foundation.



*Your real voice
is the
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WHERE TO GO NEXT?

In this *7-Step Guide to Fearless Speaking* I have offered you a brief introduction to the amazing process of discovering your true voice.

This is a self-discovery journey that can be quite rewarding and also challenging. You will be asking yourself to explore new territory and try out new behaviors. Remember that finding your authentic voice is a process and support from me or from a group is available.

To continue on your path of transformation, contact me for a complimentary 15 minute consultation. Email me at doreen@essentialspeaking.com and we can arrange to talk soon.