



# Public Speaking Checklist

- ☐ **I prepared in advance.**  
(brainstormed, established key message, wrote out talking points/narrative, designed slide deck)
- ☐ **I practiced.**  
(told the off-the-cuff version, rehearsed with "script", got feedback from friends, recorded myself)
- ☐ **I timed myself.**  
(used a stopwatch or alarm on my phone, used a countdown clock)
- ☐ **I warmed up my voice.**  
(sang in the shower, did vocal exercises)
- ☐ **I hydrated.**  
(filled up my S'well bottle, asked for a glass of water)
- ☐ **I grounded myself.**  
(listened to a guided meditation, did breathing exercises, sought spiritual guidance)
- ☐ **I let it all go in the moment.**  
(acknowledged the prep work, did not memorize, stayed present, had fun)
- ☐ **I thanked myself for a job well done.**  
(gave gratitude, practiced self-compassion, learned from the experience, moved on)

*"There can be no joy of trust without the risk of vulnerability, letting your true self show and experiencing others catching you, mirroring you, liking you, and letting you go, when you are all there, visible, open." - NORA SAMARAN*

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# Storytelling Cheat Sheet

% preparation +  % improvisation = story

First Line: \_\_\_\_\_

- \_\_\_\_\_
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Last Line: \_\_\_\_\_

My story has a:  beginning  middle  end

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Last Line: \_\_\_\_\_

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My story has a:  beginning  middle  end

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