

## **‘SPEAK EASY’**

Lecturers:

**Kit Maher and Carol Brooking**  
**Cascade**

Date and venue:

**Tuesday 16 April 2013**  
**Alverton Manor Hotel, Truro**

Course Organiser:

Carrie Bradburn, Postgraduate Tutor

## **PROGRAMME**

<b>09.00</b>	<b>Registration &amp; Tea/Coffee</b>
09.30	Never be lost for words again
<b>10.45</b>	<b>Tea/Coffee</b>
11.00	Dealing with the emotions and dissolving fear
<b>12.30</b>	<b>Lunch</b>
13.30	Your magnificent memory and how to make it more so
<b>15.00</b>	<b>Tea/Coffee</b>
15.15	How to command attention and look like you know what you're talking
about	
<b>17.00</b>	<b>Finish</b>

**Aim:** To have a set of skills to make public speaking, or speaking to anyone,  
enjoyable, easy and stress free

**Objectives:** By the end of the day you will:-

Have ways to relieve anxiety and fear

Feel confident that you'll always have something to say and will never be stuck for words

Know how to look, feel and be confident

Have techniques to remember your speech