Three Myths of Informative Speaking

The following are just three ideas mentioned in Chapter 15, Speaking to Inform. You should read the entire chapter as you prepare for Test 2 and Speech 2. I mention these myths because they illustrate some common problems of informative speeches. Myth 3 is also a common fault of the manuscript speech of tribute, your final speech in this class.

Myth 1: The more information you can pack into a speech, the more informative and successful it will be.

Myth 2: Because informative speakers don’t take a stand or argue a particular point of view, they don’t need to cite sources in their speeches.

Myth 3: A biographical listing in an encyclopedia is generally a good model for the structure and content of a speech to inform about a person.

Presentational Aids

*It is ten times harder to command the ear than to catch the eye.*

--Duncan Maxwell Anderson

Before incorporating a presentational aid in a speech

1. Read Chapter 14, *Using Presentational Aids.*
2. Review the strategies for using presentational aids listed in the Key Points Box on page 288.
3. Review the comments regarding presentational aids given in lecture and lab.
4. Evaluate the strengths and weaknesses of other speakers’ use of presentational aids.

Benefits of using presentational aids

1. They can increase message ____________________.
2. They can increase message ____________________.
3. They can increase speaker ____________________.
4. They can increase speaker ____________________.
The Top Ten List
of Most Common Student Mistakes
in Preparing and Using Presentational Aids

Preparation

Avoid the “Five Toos”

1.

2.

Choose Fonts Wisely

a.

b.

c.

d.

3.

4.

5.

Presentation

Remember the “Five Don’ts”

6.

7.

8.

9.

10.