

Energizeyourvoice.net

Minna Taylor, Founder + CEO

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- Always practice out loud and on your feet. DO NOT pre-determine how you will say the words or, ideally, exactly what words you will say. Establish a cohesive framework and narrative structure with a clear objective. Envision a story. It will ground you and offer focus for your presentation.
- Know your audience (who will you be talking to, what is your intention, etc).
- Practice more than you think you need to - practice is about creating muscle memory to get you through the unanticipated moments. (Disclaimer! Be mindful of over-preparation, which will move you into passive activation, memorization, or over-thinking)
- If it's not explicitly required, DO NOT memorize! However, you should be very comfortable with the outline or flow – this allows for a more authentic communication rather than sounding scripted. Consistent over scripted is the rule of thumb.
- Define what gets you excited about your presentation material and allow that to drive you. Activate your presentation through a clearly defined intention and objective.
- Don't worry about how you sound - focus on fullness of voice and presence of body.
- Get in your body and out of your head. Where is there tension? Shake it out!
- Bring your current curiosities front of mind. It will facilitate mental agility and impulsive response. (feel free to contact me with questions around this)

Preparation

- Make friends with your nerves. Reframe the experience as performance adrenalin rather than fear. It puts the nerves into a positive context. Excited energy is motivating.
- Define your character and represent your value mission through appropriate attire, body language, and verbal language choice.
- Engage in a vocal and physical warm-up. This will connect your body, breath, and brain as well as internally activate your focus – bringing you into presence. Shake out your body and explore power postures. This is a starkly different activation from meditation or mindfulness preparation. Activate externalized expression of vibration. You can reclaim your center through stillness and all that activation will be alive inside of you.
- The moment before you begin, center yourself. Take a deep breath into the belly, through the mouth, and stay positive.

Presentation


- Remind yourself of the story you are telling. Know where you start, what comes in the middle, and how it ends - basic story structure. Also, be clear on the WHY? It will



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ground you in moments of confusion and energize the intention of the presentation overall.

- Take a moment to breathe, take in the room, and start when YOU are ready. DO NOT rush to start or you will spend the remainder of your time trying to catch up with yourself.
- Presentations are not about you! They are about communicating value to your listener. It's not a vanity act, so release the anxiety of imposed perfection.
- Allow moments of suspension, pause, and consideration. Silence can be a very powerful sound.
- Always favor silence over "um, like, or you know." Filler words diminish status and credibility.
- Take your time! Your words matter. Don't limit their power. If you MAKE the time, TAKE the time! Everyone will thank you.
- Play with vocal dynamics and tonal variety. It will help pace your presentation as well as more acutely communicate your message.
- Complete every phrase by carrying the voice through to the last sound of the word.
- Be in tune with your audience – "listen" to them. Be aware if they are invested in what you have to say! If they are not with you, adjust.
- Get inspired by yourself! Presentation takes guts.
- If you "mess" up, who cares? Carry on. Humans are gloriously fallible.
- Finish with energy and clarity. Leave your audience feeling empowered with knowledge and curiosity.



unlock
your full
potential

What do our clients have to say?

"Thank you so much for your workshop today at Huge. You helped me explore feelings that I didn't know I was still holding on to and boosted my self-awareness at work. Your break out session, New Choice was a great reminder to play, be spontaneous and explore new approaches. Thank you!"
M. Behring, Senior interaction Designer HUGE Inc.

"Beforehand, when I envisioned a leader, I imagined a super outgoing person who is known for doing big, grand gestures. However, after the Empowered Play workshop, I learned that leaders are simply people that in their everyday lives do things that help others in any kind of capacity and/or magnitude. This also means you don't have to be the loudest person in the room to be a leader and as someone with a more introverted personality, this really resonated with me. After learning this, I am now more confident in myself and my ability to call myself a leader."
D. Polatin, Student Program Manager, Bentley University

"For many years, I've led at the intersection of a VC-backed growth company and today as COO of Flatiron School (a WeWork company). In recent years, I've watched as the cultural conversation on women in tech and corporate America became uglier and uglier. I deeply felt the need to step forward to engage a broader audience of upcoming leaders not only on these topics, but as a strong, positive female leader across many topics. Minna's work has been a narrative arc of exploration from the mental habits I didn't know I had and needed to break, simple exercises to warm up and a beautiful habit of practice and iteration. She's helped me discover that my sense of perfection was my limitation and playfulness is not only my joy in public speaking, but my secret sauce."
K. Riordan, COO Flatiron School