

YOUR PASSPORT TO SUCCESS!

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INTRODUCTION

Few things promote your expertise like speaking well. Whether you are preparing for a speech, a sales presentation on a major account, a radio interview or asking for a raise, the following pages are guidelines designed to help you feel more comfortable delivering any message in front of any audience. Presentations can inspire change, introduce a new concept, help people review or just make them think.

Every time you present you give at least four speeches: the one you prepare, the one you deliver, the one the audience hears and the one you review in your head afterward. The trick is to be as happy as possible with all of them. May all your speeches bring you great joy and may you

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