

# Make a Great Speech: A Teach Yourself Guide (Teach Yourself: General Reference)

Jackie Arnold

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Written by a professional toastmaster, keynote speaker and voice coach, *Make a Great Speech* gives you all you need to make an effective speech on any occasion. From weddings and christenings to fundraising events and after-dinner speeches, it offers suitable material for any occasion, with practical techniques and strategies for everything from using props to conquering stage fright and banishing butterflies forever.

#### Includes:

- Plenty of advice, material and techniques for wedding speeches
- Practical information on how to calm nerves and speak clearly
- One, five and ten-minute introductions to key principles to get you started
- Lots of instant help with common problems and quick tips for success, based on the authors' many years of experience
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