Chapter 13
Delivering Your Speech

The Secret C.O.D.E.

<table>
<thead>
<tr>
<th>Content</th>
<th>Organization</th>
<th>Delivery</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>x</td>
<td></td>
</tr>
</tbody>
</table>

Principles of Nonverbal Communication

- Deliberate & unintentional
- Few signs have universal meaning
- Trust the nonverbal
- Perception takes precedence over intent

Methods of Delivery

- Impromptu
- From memory
- From a manuscript
- Extemporaneous
Qualities of Effective Delivery

• Helps everyone.
• Looks and feels natural, comfortable, and spontaneous. (Olympics)
• Is best when the audience is not aware of it.

Your delivery should be an asset, not a liability.

<table>
<thead>
<tr>
<th>Liability (-)</th>
<th>Okay</th>
<th>ASSET (+)</th>
</tr>
</thead>
</table>

Ascertaining Meaning from Communication
Elements of Vocal Delivery

- Rate and pause
- Volume
- Pitch and inflection
- Voice quality
- Articulation and pronunciation

Elements of Physical Delivery

- Appearance
- Posture
- Facial expression
- Eye contact
- Movement
- Gestures