



SPEAKER'S GUIDE

PLAN FOR SUCCESS

Finalize topic with RWLC Board.

Focus on three main points. **End with a call-to-action.**

Keep speech within *10-15 minutes*, plus expect Q&A at the end.

Tell a *story* to connect to with the audience.

Create interaction with polls, visual aids, or live demonstrations.

Use **humor** to build rapport and make your message memorable.

SPEAK FOR SUCCESS



Q&A SESSIONS

- Use active listening to fully understand the question.
- Paraphrase questions for clarity before responding.
- Maintain composure when faced with challenging inquiries.
- Adapt the tone and examples to best connect with the audience.