



5-MINUTE SPEECH CHECKLIST

Craft 5-Minute Speeches that Engage,
Persuade, and Inspire Action

[Voiceplace.com](https://voiceplace.com)

The material in this document is provided exclusively for educational and informational reasons and should not be seen as a substitute for legal or financial advice. Past performance is not indicative of future results.

No promises of income are made by using the information found here.

Copyright © 2024 Voiceplace. All rights reserved.

No portion of this publication may be reproduced, stored in a retrieval system, or transmitted in any manner, whether electronic, mechanical, photocopying, recording or otherwise, without the prior written authorization of the publisher.

For inquiries about permissions, please contact info@voiceplace.com.

Sharpen Your Public Speaking Edge with the...

5-Minute Speech Checklist

**Craft 5-Minute Speeches that
Engage, Persuade, and Inspire Action**

Congratulations on taking the leap! You're tired of the nerves and the knot in your stomach every time you get up and speak. You're sick of the way your voice lets you down when you need it the most.

You're not alone in this, and it takes courage to face these challenges head-on. Today, you're equipping yourself with a powerful tool—a checklist designed to turn the tide in your favor.

This *5-Minute Speech Checklist* is your roadmap to empowerment.

As you dive in, remember each step is a stride towards you creating a commanding presence. It's tailored to tackle those gnawing fears—the fear of not being heard, of stumbling over words, or the judgment that might follow.

Here, you'll find actionable items that directly address these anxieties, providing you with practical solutions to enhance your speech performance.

Every point on this checklist has one goal: to help you articulate with confidence and assertiveness. It's about harnessing the strength of your voice and the power of your message.

With words as your allies, you're set to make others stop, listen, and take note. Picture clearer sentences flowing easily from your lips, imagine speaking in front of your peers and sensing their captivation and respect.

As you mark off the checklist, envision yourself breaking free from the shackles of self-doubt. You're not merely aiming to speak louder; you're learning the art of effective emotional communication.

This is where you become skilled at weaving your thoughts into persuasive arguments, engaging narratives, and moving speeches that resonate with your audience and leave lasting impressions.

So, take this moment to feel proud—for reaching out and seizing control. This checklist is where you start shaping a reality where your voice amplifies your success, both professionally and personally. Speak clearly, influence profoundly, and step into the influencer you are destined to be.

Let's begin this journey of transformation together, one check at a time...

Love,

A handwritten signature in black ink. The name "Roger Gore" is written in a cursive style. The "R" is large and loops back. The "Gore" is written in a smaller, more compact cursive. There is a horizontal line extending from the end of the signature.

Focus on the Voice:

Your voice plays a critical role in capturing your audience's attention and conveying your message.

Strive to deliver your speech in a manner that is confident, engaging, and original to exhibit your passions effectively.

Recognize the Power of the First Seconds:

Within the first 10-12 seconds, your audience makes snap judgments that influence their engagement with you and your speech.

Quickly pique interest and establish rapport with the audience from the onset of your speech.

Understanding Voice Types:

Identify which of the 5 dominant voice types (Airy, Monotone, Nasal, Blocked Nasal, Squeaky Hinge) best represents your speaking style.

Use this self-awareness to fine-tune and diversify your expression, and ensure it aligns with your intended message.

Overcoming Stage Fright:

Transform your thinking about public speaking by addressing the fear of being judged rather than speaking itself.

Learn and practice diaphragmatic breathing and other physical techniques to ease physical symptoms of nervousness.

Project confidence through body language by standing up straight and making deliberate gestures.

Use eye contact effectively to connect with your audience and convey sincerity and confidence.

Practice Presentation Recovery:

Be prepared with strategies for moments when you might lose your train of thought or encounter memory lapses.

Learn how to gracefully navigate interruptions or hiccups during your speech by inviting audience participation or taking a brief pause.

Enhance Storytelling with Vocal Variation:

Give distinct vocal characteristics to different characters in your speech to make stories more engaging and memorable.

Use vocal variety to highlight the narrative flow and emphasize key points within your story.

Implement Storytelling Elements:

Develop dynamic characters and settings that grab your audience's attention and sustain interest throughout the speech.

Structure your narrative to include a clear objective, conflict, and transformation to create an emotional journey for the listener.

Use Song Structure in Speech:

Borrow structural elements from songwriting, such as verses and choruses, to enrich the experience of your speech.

Implement a narrative flow that resembles the composition of hit songs with clear, captivating, and memorable segments.

Create and Utilize Soundbites:

Craft concise, impactful soundbites for general speaking moments that leave a strong impression.

Develop signature phrases that encapsulate your personal brand and key messages, making them easy to remember and repeat.

Add Emphasis to Important Words:

Use various vocal techniques to draw attention to pivotal words in your speech, such as adjusting duration for effect.

Modulate volume and pitch strategically to underscore the significance of select words and reinforce your speech's key takeaways.

Start with Happy and Grateful:

Set an inviting and positive tone from the beginning by exuding happiness and gratitude through your voice.

Understand and harness the vocal characteristics associated with positive emotions to make a favorable first impression.

□ End Your Speech:

Finish with a strong conclusion that reinforces your message and leaves the audience with a lasting positive sentiment.

Express genuine anticipation for future interactions, ensuring the audience feels valued and eager to engage with you again.

Here's what to do next

There is a little known, private, members-only club where Roger reveals the latest vocal and communication strategies to help you quickly apply, prosper, and get results.

Each session is a *new deep dive training* with ready-to-apply techniques, designed to get you a win.

Here's just a taste of the topics Roger has covered in past Workshops...

ULTIMATE ELEVATOR PITCH FORMULA: Exactly what to say, in what order—so you can get what you want faster when delivering the Ultimate Elevator Pitch.



Lacey Lowber

Speakers Guild has been amazing so far. The 'perfect pitch' workshop was fantastic and pointed me in the right direction for creating an elevator pitch for my new business. I can't wait to get feedback on it from the other Guild members.

[Like](#) · [Reply](#)

INTERVIEW MASTERY COACHING: How to prepare, signal, and deliver like a Pro, whether you're hosting or guesting.



Alito Rodgers Jr.

What a great working framework for interviews. When you follow it -- wow -- a game-changer for success! Sincere thanks, Roger!

[Like](#) · [Reply](#)

PODCASTING AND RADIO: What no one told you about starting & building a successful podcast, featuring Guest R.B. a go-to producer with a 20-year track record of making OTHER hosts successful.



Dr. Kathleen

I have done three 30-min radio shows on All Business FM Radio. My last show had 11 million listeners worldwide. The exec producers asked how I was getting so good - I've been doing your classes and practicing what I learned! Thank u Roger!

[Like](#) · [Reply](#)

WEBINAR DELIVERY SECRETS: Discover the most impactful techniques that'll make you a more confident, engaging, and captivating webinar presenter...based on Roger's personal experience of delivering 16 webinars, over 21 days, in front of 20,982 guests...100% LIVE.



Rob T.

I was fearful of doing live webinars. I avoided them. Now, I'm confident and actually do them as part of my work. Thanks, Speakers Guild!

[Like](#) · [Reply](#)

PERSONAL COMMUNICATIONS: My Top Vocal Techniques for using your voice to ignite, rekindle, and foster the most meaningful and important relationships in your life.

What makes it even better is...

 **47 Minutes**

Average Time Roger Dedicates to
Answering Your Questions
During Each Live Workshop

The Members call themselves...

The Speakers Guild

Now, YOU can access this members-only experience from the inside.

Hurry to join!

Our next live virtual meeting of the Speakers Guild is starting soon.

[Click Here for Speakers Guild Access >>](#)