

Instructions for “How to Feel Confident for a Presentation”

Almost everyone feels some level of anxiety before delivering a presentation, but how we experience and combat nervousness differs—what works for one person will not necessarily work for another. With this tool, “How to Feel Confident for a Presentation . . . and Overcome Speech Anxiety,” you can create your own plan to become a more powerful and confident presenter. Based on current research, the tool provides strategies to try before, the day of, and after a presentation to improve your skills and prepare you for success.

Click on each of the 22 strategies for a brief description, links to additional resources, and references. For many strategies, you’ll find links to a video or worksheet for individual planning.

Choose a few strategies you would like to try, and drag them to one of the columns: Before, Presentation Day, and After. They are listed in *roughly* this order, but choose the timing that works for you. To remove a strategy, simply drag it outside the column.

To help you choose which strategy may be most useful, each has been categorized as cognitive, physical/behavioral, or affective. All three categories are important, but you might focus on one area more than another. Although you’ll notice some overlap, the strategies are classified as follows:

- **Teal:** These strategies are cognitive and involve changing what you believe or how you think about your fears, your audience, your presentations, or yourself.
- **Red:** These strategies involve physical or behavioral changes and focus on how you prepare, understand, and use your body.
- **Orange:** These are affective strategies and relate to your emotions. Changing how you feel helps you focus on your success.