

How to Survive FORGETTING YOUR WORDS



12 Sensational Strategies to
Ensure Your Success



1

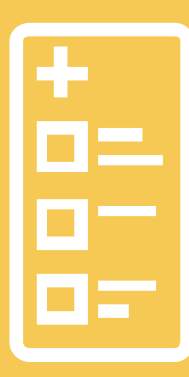
Pause & Breathe

Pause, remain silent & take a couple of breaths to refocus.

Maintain Eye Contact

2

Looking away increases anxiety as you feel forced to remember. Maintaining eye contact allows you to see the supportive faces which will help you focus and recall your words



3

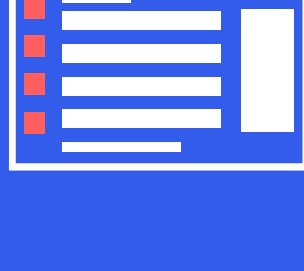
Check Your Notes

Take a moment to browse your notes. Keep your notes nearby such as in your pocket, on a table or in an open document if speaking online

Take a Sip of Water

4

Pausing as you take a sip of water will go unnoticed, providing a few seconds to recall your words or check your notes



5

Recap Your Content

Recap what you've covered so far in your presentation. This will help you remember your last point so you can continue

Ask The Audience

6

Have the audience share the last point you covered to reestablish your thoughts



7

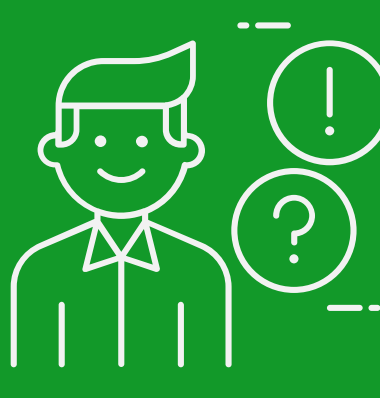
Audience Insights

Have the audience share their take aways from what we've covered so far. This provides you with thinking time to recall your words

Take Audience Questions

8

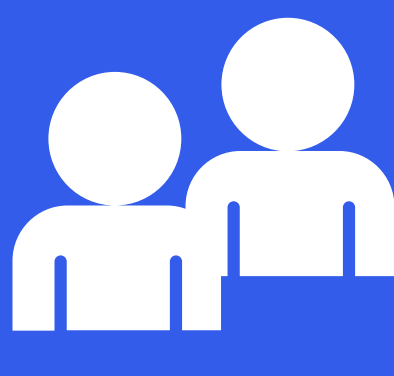
Ask the audience 'What questions do you have on what we've covered so far? Whether they do or don't have questions, it provides you with time to remember what you were saying



9

Audience Contributions

Ask your audience to contribute their thoughts or experiences on what you have covered. While they are contributing to the discussion, you will be able to think back to your point or check your notes.



10

Sharing Pairs

Have the audience share in pairs their thoughts on one point you've covered. While they are talking, relax and check your notes.



11

Take a Break

If you have been speaking for a while, give your audience a short comfort break. This will provide you with ample time to relax, read your notes and recall your next sentences.



12

Who Knows?

As you're speaking, no one knows what you're going to say. If you need to skip some sentences, no one will notice or ever know



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