

REHEARSAL STRATEGY

The most effective rehearsal strategy is a layered strategy. This means, you will practice and approach the talk differently with each rehearsal. Consider working backwards from the date of your virtual presentation to scheduled rehearsals.

Here is an example of a layered rehearsal strategy:

Rehearsal Phase #1: Editing On Your Feet

Read your talk aloud and edit. Make any final content changes that are required as a result of hearing it aloud.

Rehearsal Phase #2: Memorizing/Becoming Familiar With Your Talk

Read your talk aloud over and over. You can hand the talk to someone else and have them test you to see if you know your content. Or, read your talk into a voice recorder and play it back, stopping and starting it to test if you know it. The goal of these rehearsals is to become extremely familiar with your content so that you are no longer reading from your notes. You should be familiar enough with the content after these rehearsals that you feel confident with it.

Rehearsal Phase #3: Voice and Speech Rehearsal

Use the techniques discussed in How To Deliver (emphasis, cadence, pausing, volume, pitch, tone) to rehearse vocal techniques for your talk. Consider doing an audio recording and listening to your voice.

Rehearsal Phase #4: Non Verbal Communication Rehearsal

Rehearse body language and your appearance for your virtual presentation. Consider recording yourself without sound and just watching your facial expressions and body on screen.

Rehearsal Phase #5: Dress Rehearsal

Put all the elements together. Rehearse as close to the real deal as possible. Use the same technology you will be using in your talk.

Rehearsal Phase #6: Feedback

Invite a trusted advisor (or a few) to sign on to the streaming platform you'll be using to watch your talk and give feedback. Also, set up a phone or video camera, record yourself, and watch it back for self feedback.