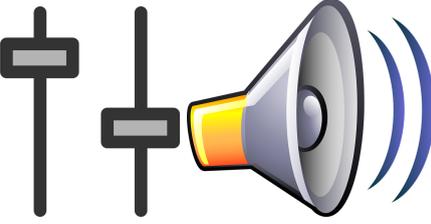
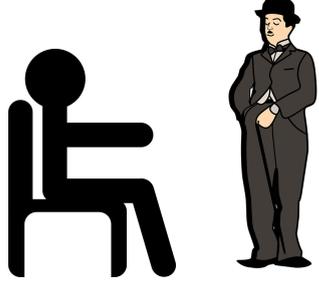




SKILLED SPEAKING

	<p>Think about what you are going to say.</p>
	<p>Wait until listeners are ready.</p>
	<p>Speak audibly and clearly.</p>
	<p>Speak in whole sentences and choose words carefully.</p>
	<p>Sit or stand smartly and look at your audience.</p>
	<p>Have your listeners understood? Let them ask questions.</p>

