

Hear me out



Hear Me Out Purpose: The purpose of this speech is to share an event or time in my personal life when I had to adjust my verbal communication skills in order to help my audience understand me better.

Thesis: It is important for speakers to know how to almost instantly adjust their verbal communication skills in order to ensure that his message comes across clearly and is understood by the listeners.

I. Introduction:

A. Have you ever spoken to people and realized that they do not seem to be hearing or understanding the message that you are trying to convey?

B. Our world relies heavily on the exercise of spoken communication in order to keep our businesses and economies running. Therefore, it is important for people to have the correct verbal communication skills at all times.

C. By providing listeners with a speech that is simple and easily understandable, they will be able to grasp the context of the speakers message

. D. By easily adjusting verbal communication skill points, a speaker will be able to get his message across confidently and clearly.

E. Lets talk about how voice tone, body language, and the speakers listening skills will help ensure that he is easily understood and heard by his listeners.

Transition

II. Body

A. Main Point

1. The time in my life when I had to learn how to adjust my verbal communication skills came when I worked as a part time call center agent.

2. I had to learn to adjust the way to spoke to the culture, needs, and comprehension skills of the callers.

Transition

B. Main Point 2

1. Adjusting my skills helped me ask the right questions of the caller so that I could correctly address his concerns.

2. Listening to the callers and finding out their history helped me adjust the way I spoke so that they could understand what I was telling them in a better manner.

Internal Summary

Transition

III. Conclusion