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After the location: Easton, N.Y. Nine years ago, when Toy Garfield was invited to a neighbor's party in her small New Hampshire town, she says she walked through the front door, looked around, and thought, These people live in my house. Filled with character and great light, the small clapboard house had what Garfield calls good bones. Her fate smiled several months later when the owner, an artist, decided to rent the three-story house. The toy moved in, and when the owner finally decided to put the house on the market, she and her then new husband, Doug, knew they had to buy it. The front porch, which becomes 7 feet longer to align with the addition, commands a gentle view over the front yard, redolent with the aroma of many lilac shrubs. Built in 1952, the house was designed to suit the needs of the previous owner, who lived alone. The master bedroom and kitchen were located on the first floor, with a large open living room on the second floor, where it will entertain friends, using a waiter to transport meals between the kitchen and the upper space. A third floor, divided into bedrooms that served as a storage loft. Although they immediately updated the bathrooms and set up a small nursery for their new baby, the Garfields decided not to start major renovations until they had lived in the house for a few years. It seemed the best way to decide what he really wanted to change. They thought of waiting at least five years before making major structural changes. Meanwhile, Toy read scores of shelter magazines, tearing up examples of interiors she liked and those she didn't. The result was a do book and a don't book-both proved extremely useful once work began. Having worked in retail most of her career (she's now with the catalog company, Garnet Hill), Toy knew that you often get more than you want with pictures than with words. I'd read horror stories in magazines about people who weren't able to communicate what they wanted to be their builder or architect, and ended up with expensive misunderstandings, he explains. Before a generous bay window in the kitchen replaces what was once the front door. The owners shifted the main entrance to the far end of the house so it opens to the new addition. The Garfields met with a local architect, but in the end decided to work directly with contractor Steve Chardon of Chardon Construction in nearby Franconia, New Hampshire. I knew I could figure out what we needed without an architect. Explains Toy. We hired Steve and started the process with a kind of think tank on the weekends- he'd come in the mornings, Sunday to drink coffee and think with us at the kitchen table. We've had years of living in the field and all the magazines to show him. Steve had a CAD [computer-assisted design] system, and he used that to show us on screen soon after how our ideas would translate visually. It was a great way to work together. A new kitchen and living room downstairs at the top of their wish list. We wanted to make an addition to the house without apparently looking new and out of sync with the original structure, says Toy. The extension of just the first floor to achieve the added living room created a clumsy roofline. To fix the problem, Chardon suggested expanding upwards to include an extra room on the second floor. I thought it would be double the money, but it wasn't true, says Toy. The ground floor foundation makes up the bulk of the expenditure. So informed, the Garfields decided to review the plans and build a master bedroom and bathroom above the new living room. The old master bedroom on the first floor became the family room. Located on the opposite side of the kitchen from the living room, it is the perfect place for a four-year-old Dodge to play, while adults cook and frequent nearby. For the new kitchen, a magazine tear sheet he had saved from years ago served as a visual guide. It showed a spacious kitchen with a central island, a dining room, and a half wall panel separating the dining area from the living room beyond. I thought the [half wall] was such a great way to divide two rooms, says Toy. We had the page taped to the wall. The workers loved it. If Steve didn't happen to be there, they knew exactly what he was supposed to look like. We used it as our guide to match moldings, carpentry-everything. A new mudroom with a tiled floor (the rest of the house has Vermont maple floors) adjacent to the new main entrance. Sliding, pan-fried pocket doors are salvaged from the second floor frame a space where the family stacks coats, gardening tools, skis, and toys. A corner window in the foyer was built next to the mudroom to fit a favorite antique-style bench that Toy bought a few years ago. I wanted the flexibility of a piece of furniture instead of something built in, explains Toy. Someday I might want to replace the bench with a table. Even though most of the renovation is now complete, the game's notebook of ideas and magazine tear sheets continues to grow. My house looks a lot like a cottage in many ways. It is simple and easy to maintain. I've always loved England and I'm inspired by English interiors. There's not much formality for me, and I think that's reflected in our house. Lately, he has collected ideas for color colors and accessories. The next big project involves landscaping with lots of color and texture but that's another four or five years from now, he laughs. The four-year-old son of Dodge, plays on an antique bench in the foyer next to the mud dump, where storage bins keep toys and shoes neat. The toy painted Dodge's bedroom itself, cutting paper stars to see where he would place them on the walls, then stenciling styles in blue and yellow. This content is created and maintained by third parties and imported this page to help users provide their email addresses. You may be able to find more information about this and similar content in piano to Every PSE student knows a simple fact: Speaking English well doesn't mean you understand culture. Effective communication with native speakers requires much more than just good grammar, listening, writing and speaking skills. If you work and live in an English-speaking culture, you also need to understand society from a cultural point of view. These books are designed to give this insight into the culture in England. A practical guide to understanding the basics of doing business in the UK. This book would probably be an asset for any U.S. businessman as well. A student's guide to culture is a great starting point for exploring British and American culture. If you have lived in a country, you may find the comparisons particularly interesting. This book is best for those who wish to understand the arts in Britain today. This book focuses on the arts of current British society. This excellent guide to medieval England is for those interested in the fascinating history of England. Beatles? Tyygy? What do they have in common? They are both key elements of British pop culture. Explore some of the fun with this guide to British pop culture. This is the guide to visiting England. However, it offers interesting insights into British culture - especially from an American point of view. Dr. Janet Heller Read bio Glossophobia, the fear of speaking to the public, affects 89 percent of the population. While avoiding presentations may seem like a simple solution, the fact is that these fears can lead to declines in graduation rates, earnings and the likelihood of moving into a managerial or leadership role. College is a good place to overcome these fears and become a confident public speaker. This guide offers expert guidance, advice and strategies to excel in front of any audience. 6 Reasons to Get a Public Speaking Lesson If students pursue art or zoology, being able to speak clearly and confidently to the public will always serve them well. Looking for other reasons to take a public speaking course? You're going to use that skill your whole life. Regardless of industry, companies always value employees who can express themselves well orally. Even people who do not work in communications often have to present their work or findings to different groups of people, and this is unlikely to as they climb the career ladder. You could have a foot on the competition. When you decide from a group of recent graduates with similar educational and work experience, being able to communicate a brand or sending a company could make a difference to who is hired. You will improve other types of communication. The focus of the class may be on public speaking, but this type of training is not limited to getting up in front of teams. People completing public speaking classes improve their daily interpersonal skills as they learn how to articulate and adapt what they want to say. You're going to build confidence. Standing in front of a group of strangers sounds like a stress-inducing exercise for many, but not to those who are well trained in the art of public speaking. By conquering fears around public speaking, students can build trust not only when it comes to providing presentations, but also in many different aspects of their lives. You'll learn things. Part of being able to speak confidently about an issue is to know it backwards and forwards. In the process of preparing for a presentation or public engagement speech, individuals often engage in deeper research than they would otherwise. Your hearing skills will improve. Public speakers who want other people to hear what they have to say quickly learn that they have to retaliate to be successful. Listening to other people's speeches helps students understand different perspectives, introduces new information and provides ideas for better ways to deliver content. How to Ace Public Speaking Like many other disciplines, public speaking is an art. Learning how to stay focused, read audiences, and entertain while also training takes time, but anyone can be a confident and engaged speaker if you put in the time needed to improve. How to give a great speech 1. Schedule your content Before ever putting pen to paper, it is important for individuals to understand exactly why they give the presentation in the first place and what they want to carry during their time on the podium. Create a detailed outline that highlights strengths, and then start filling the border with facts or information that support those points. 2. Speak slowly The general rule of how quickly to speak during a presentation is to ensure that, if you recite a phone number, the listener will be able to write it down without asking for it to be repeated. People usually use between 300 and 400 words per minute when in conversation, but those who give a presentation should aim to use 140 to 160 words every minute. 3. Make Eye Contact Engaging with your audience is critical when it comes to exploiting their attention, and is the hallmark of an excellent public speaker. Even if you have a word-for-word copy of the speech written, the goal should always be to know the material enough that you can look up to your audience often. 4. Don't rely on PowerPoint PowerPoint presentations can be very useful for sharing photos or accompanying charts that the message that a speaker is trying to convey, but under no circumstances should they be relied on to transmit main points. Speakers should also refrain from reading from PowerPoint, as the public can easily do this themselves. 5. Practice Up Perfectly As nice as it would be to think that older speakers of the audience are able to stand in front of an audience and provide off-the-cuff comments that draw standing ovations, the is that the most distinguished speakers spend hours preparing their remarks. Whether standing in front of the mirror to develop body language, reciting a speech dozens of times, or rehearsing in front of friends, practice doing it perfectly. Previous Next Learn more about public speaking Coursera.org Introduction to public speaking This five-week, 10-hour online course covers topics such as understanding speech, how to make ideas exciting, the art of visualization and delivering ideas, overcoming fear of developing great delivery techniques, and how to be memorable. Students can check the class for free or pay a one-time fee to take advantage of the course material and receive a certificate. Cost: \$49 or Free Toastmasters International Educational Pathways Program A national nonprofit with local funds across the country, Toastmasters exists to help members improve their public speaking skills. The Pathways program includes pieces in communication or leadership and can be completed through a local Toastmasters club or online. The curriculum includes 10 speech projects and opportunities to learn about the use of dynamic communication platforms such as podcasts. TED talks and online meetings. Cost: Free with subscription, with extra rides costing \$20 each. Your College Communication 2110 - Public Speaking Almost every college in America offers some kind of intro-level speaking class to help students build their skills. Oklahoma State University's offering is a great example of what to expect, with the required presentations, including informative, flamboyant, and persuasive speeches throughout the semester. Cost: Varies depending on the college, can often be used to the general requirements of education. Udemny Give Amazing Presentations and Enjoy Public Speaking Professor Chris Haroun, a university scholar, venture capitalist, and author, provides this free course. The focus of the class is to analyze some of the great speeches of our day by leading orators like Ronald Reagan, Steve Jobs, and Meryl Streep. Cost: Free Public Speaking Project Public Speaking Resources A national nonprofit focused on providing free and affordable public speaking information, PSP offers a free online speaking book, a virtual classroom, and many other useful services for students trying to improve their presentation skills without spending a lot of money. Cost: Free Inspiration from Great Speakers In addition to learning strategies and tradition practice, listening to impressive speeches can also inspire a student to greatness. Whether facing an impending war, celebrating the promise of the 20th century, relaying harrowing stories of Nazi Germany, the following speeches are shining examples of self-confidence, articulate, and captivating tradition. Inaugural address by John F. Kennedy: January 20, 1961 In the long history of the world, only a few generations have taken the role of defending freedom in the hour of maximum danger. I'm not shrinking from that responsibility - I salute it. Yes, yes, yes, believe that any of us will exchange positions with any other people or any other generation. The energy, the faith, the dedication we bring to this effort will illuminate our country and all those who serve it - and the glow of this fire can truly illuminate the world. And so, my fellow Americans: ask not what your country can do for you - ask what you can do for your country. My fellow citizens of the world: ask not what America will do for you, but what we can do together for human freedom. Elie Wiesel The Dangers of Indifference: April 12, 1999 Indifference causes no response. Indifference is not an answer. Indifference is not a principle; it's an end. And, therefore, indifference is always the friend of the enemy, because it benefits the aggressor - never his victim, whose pain is magnified when he feels forgotten. The political prisoner in his cell, the hungry children, the homeless refugees - not to respond to their situation, not to alleviate their loneliness, offering them a spark of hope is to banish them from human memory. And by denying their humanity, we betray ours. Indifference, then, is not only a sin, it is also punishment. And this is one of the most important lessons from the extensive experiments of this outgoing century on good and evil. Winston Churchill We will fight them on the beaches: June 4, 1940 The British Empire and the French Republic, connected to each other for their purpose and in their need, will defend to the death their native lands, helping each other as good companions to the fullest of their power. Although large areas of Europe and many old and famous states have fallen or may fall into the hands of the Gestapo and all the abhorrent mechanisms of Nazi rule, we will not mark or fail. We will continue until the end, we will fight in France, we will fight in the seas and oceans, we will fight with increasing confidence and increasing strength in the air, we will defend our island, whatever the cost, we will fight on the beaches, we will fight at landing sites, we will fight in the fields and in the streets. We'll fight in the hills. We will never surrender, and even if, which I do not believe for a moment, this island or much of it was subast and starved, then our Empire beyond the seas, armed and guarded by the British Fleet, continues the struggle, until, in God's good time, the New World, with all its might and strength, proceed to the rescue and release of the old. Hillary Clinton Remarks at the Fourth Women's Conference in Beijing: September 5, 1995 If there is a message that resonates ahead of this conference, let it be that human rights are women's rights, and women's rights women's rights, once and for all. Let us not forget that among these rights is the right to speak freely and the right to be heard. Just so I'm clear. Freedom means the right of people to gather, organize and discuss openly. It means respecting the views of those who may disagree with the views of the It means not taking citizens away from their loved ones and imprisoning them, mistreating them or depriving them of their freedom or dignity because of the peaceful expression of their ideas and opinions. Giving a great presentation If you want to give a great presentation, a well-written speech is necessary. But there's a lot more to a presentation than just words. Learning how to work with the public, work within time constraints, and say goodbye to annoying nerves is all part of the process. From the expert: What makes a great presentation Doctor Janet Heller has more than 35 years of experience teaching public speaking, English, and many other topics around communication and has been presented at dozens of national conferences and workshops across the country. Her confidential advice on how to give a great presentation is relevant to anyone who wants to step up their game. Remember to breathe. Take a deep breath before you start talking, look at your audience, and remember to slow down. The last sentences of your speech should sound like a conclusion, so speak slowly and deliberately. Don't forget your notes. Bring some notes with you so that if you do get nervous, you won't forget the most important points. Working from an outline rather than reading your ideas because talking is more interesting than reading to an audience. Do not use note cards as they are more distracting than sheets of paper. Prepare under similar circumstances. Ask your friends to listen and comment on your presentation. Ensure that people in the back of the room can hear you, and make it a goal to look each participant in the eye, if possible. Practice in the same room where your speech will be given is ideal. Make sure you follow the time constraints. Time yourself or have a friend your time during your practice session. The audience will be confused if your speech is much shorter or longer than the specified time. I only bring the necessities. Do not bring pencils, pens, rubber bands, staples or other distracting devices with you when you deliver a speech. Twisting a pen in your hand, for example, can distract an audience from your ideas. Pay attention to your movements. Try not to swing violently, stand on one leg, or frantically move around during your presentation. This distracts your audience. Any moves made should suit your speech. Previous Next Learn more about giving a great Harvard Business Review presentation How to give a Harvard killer presentation Dr. Chris Anderson provides a step-by-step plan for excellent stage presence and delivery of a killer speech in this useful article. It also includes many video examples to help students predict what they are working on. Cost: Free Ted Talks 10 Tips for Better Slide Decks Straight From the Brain Behind All Ted Talk Slide Decks, this list of top tips will help each speaker create a meaningful presentation that really adds to the theme at hand. Aaron Weyenberg covers not only the primary goals of slide decks, but also explores shades of consistency, transitions, and meaning. Cost: Harvard University's Free How to Give Good Presentations Harvard University Professor Dr. Daniel Jacob provides a comprehensive PowerPoint on the mechanics of presentations, what should be included, how to structure a speech, and how to meet the expectations of different audiences. Cost: Free Medium An introvert's guide to better presentations Giving a presentation as an introvert may seem like the worst assignment ever, but the truth is that introverts are often the most prepared, since the idea of being in front of people can seem so scary. Speaker Matt Haughey provides advice tailored specifically to introverts and includes videos of himself speaking at large and small events across the country. Cost: Free How to conquer public speech anxiety communication expert Dr. Janet Heller has spent years working with students to conquer anxiety and stop letting fear hold them back. It offers some advice for students struggling with the spotlight. I always tell my students that most audiences are friendly and supportive of speakers, he says, noting that listeners want presenters to succeed. If students are still nervous, a great way to calm fears is to practice their speeches or references in front of a group of friends and ask for feedback. Questions to ask listeners include: Could they hear you from every corner of the room? Did you look at them all at least once? Do they have suggestions to improve speech? Did the transitions in speech make sense? How did they feel about how you finished the presentation? Dr. Heller also notes that she invites students to practice their speech and receive feedback in her office, and many other professors would be willing to provide these same services. Finally, Dr Heller stresses the importance of focus and balance. Most students benefit from breathing deeply because this is soothing and prevents shortness of breath during presentations, he notes. I also suggest that students imagine an experience they love before they make public speech to get their minds on a happy and relaxing place. Resources National Association of Speakers The NSA offers members access to personal and virtual learning opportunities, a community of 3,500+ members of integrated speakers, and a host of other educational resources. Hamilton University's Oral Communication Center OCC hosts a truly expansive array of resources designed specifically for students who want to improve public speaking skills and their own. Prompter Public Speech This app, priced at \$1.99, turns any smartphone or tablet into a teleprompter that displays text and can easily be moved up and down during a presentation. PublicSpeaking App Provided by HiveBrain through GooglePlay and iTunes, this app provides guided meditations and a self-hypnosis program to help reduce concerns around public speaking. SpeakerClock Students Who Set to stay within time limits can use this app, which displays large red LED digits that show how much time has elapsed and/or how much time is left. Public Speaking Advice by expert Dr. Janet Heller offers some final tips for delivering great presentations and speeches. Students should speak publicly as often as possible. They should participate in class discussions, make oral reports, and attend classes on public speaking. Students should participate in associations or non-profit organizations that require public speaking events. Students should also try to speak and give presentations during meetings at their place of work. The more people practice speaking to the public, the easier this process becomes. Students should participate in classroom discussions, make oral reports and take public speaking classes. They should also consider joining associations and other student organizations that require public speaking events, such as discussion groups, model political conventions, the United Nations model, etc. It's okay to take time off between college and your career to take care of yourself. Be clear about long-term goals (health, life) versus short-term (finding a job). Find a team (therapist, registered dietitian, psychiatrist, doctor) to support you through this great life change. Depending on the job you get after school, consider sharing with your company early in employment (perhaps not during the interview) that you've struggled with an AE in the past so be aware of this if you need to take time off to take care of yourself. Because practicing public speaking is so important, students can benefit from a class that focuses on public speaking. The teacher may have tips that help students cope with stress, make a presentation stand out and use audiovisual aids when making oral presentations.