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Nota di contenuto	<p>""Cover""; ""Contents""; ""Preface""; ""Acknowledgments""; ""About the Author""; ""Introduction: A Message for Teachers, Principals, and School Administrators""; ""Filling in the Gaps""; ""And Then One Day, the Children Were all Yours""; ""Part I - The Foundations of Speaking""; ""Chapter 1 - Understanding Public Speaking""; ""It all Began with Demosthenes""; ""Positive Speech Conditioning""; ""Delivery Styles""; ""Basic Speeches""; ""Chapter 2 - Forming a Speech Study Group""; ""Experiential Learning and Processing (Why You Should Form a Speech Study Group)""</p> <p>""Helping the Speaker: Offering Honest Criticism""""Active-Listening Requirements""; ""Ego Defense Mechanisms""; ""Chapter 3 - Writing Your Speech""; ""Helping the Writer: Writing Your Speech""; ""Creating Your Objectives for the Speech""; ""The Hands-on Organizer""; ""Arriving at a Speech-Focusing Statement""; ""Advanced Webbing Techniques""; ""Process Speech-Writing Model""; ""Process Speech Writing: Applications and Ideas for Speech Writing""; ""Developing a Rubric for Assessing Written Speeches""; ""Part II - Speaking before Student Groups""</p> <p>""Chapter 4 - Understanding and Managing Your Nervousness: Assemblies and Other Large Groups of Students""""Fight or Flight""; ""Psychosomatic Stress""; ""Physical Reactions to Speaking""; ""Speaking Tactics""; ""Self-Fulfilling Prophecy""; ""The Shaking Voice and Vocal</p>

Warm-Ups"; "Vocal Ranges"; "Making Nervousness Work for You";  
"Last-Minute Nerves and Solutions"; "Chapter 5 - Involving Your  
Audience: Team or Grade-Level Student Meetings "; "Audience  
Participation Tactics"; "Dealing with Distractions"  
"Chapter 6 - Discovering What is Really Important at Your School:  
Discipline Meetings""Value Structures"; "Decision-Making  
Techniques"; "Decision-Making Models"; "Adult Speaking Qualities";  
"Chapter 7 - Just Showing Off: Talent Shows"; "Tone and Figurative  
Language"; "Dealing with Laughter"; "You can't Please  
Everybody"; "Chapter 8 - Your Body Language Speaks Volumes:  
Classroom (The Students are Watching Your Every Move)"; "Nonverbal  
Communication"; "Proxemics"; "Mimed Speech Factors"; "Classic  
Mimed Movements"; "Classic Body Language Movements"  
"Part III - Speaking before Parent Groups""Chapter 9 - Scheduled  
Parent Meetings: Parent-Teacher Conferences "; "Back-to-School  
Night Meetings"; "Face-to-Face Parent Meetings"; "Chapter 10 -  
Working with Parents on More Difficult Issues: Speaking before  
Meetings to Address Parental Concerns"; "Leading a Community  
Forum"; "Dealing with Conflict"; "Communication Myths"; "Chapter  
11 - Presenting a Persuasive Line of Reasoning: Speaking before Budget  
Meetings"; "Elementary Persuasion Techniques"; "Important areas of  
Presentation"; "Leaky Speakers"  
"Chapter 12 - Asking for Support: Speaking before New Curriculum  
Meetings"

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### Sommario/riassunto

This resource provides a sensible, skills-based, humorous, and psychologically savvy approach to public speaking in schools, community, and professional settings. Now educators can enjoy the security, confidence, and support they need to create and deliver dynamic speeches.

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