Effective Nonverbal Communication

• Your audience or listener can easily pick up on nonverbal cues; if nonverbal cues and verbal cues contradict each other, the nonverbal cues will win!
• Good eye contact: Make sure to look at all members of your audience during your speech. If you are speaking with just one person, provide solid eye contact with them.
• Good Posture: Your lack of good posture can play a huge role on how the audience sees you. Stand up straight—your audience will see you as confident.
• Facial Expressions: Your face is very expressive—a smile conveys confidence. Your facial expressions will communicate even when you are not speaking!
• Hand gestures: Too many gestures and/or hand movements can be distracting to your audience.
• Appearance: sometimes very vibrant clothing pieces can be distracting to your audience members—a busy pattern in a tie, a brightly colored shirt under a jacket. Also, dangling earrings, lots of “bling” on wrists and fingers can also distract your listener.
• You can also use nonverbal cues from your audience to gauge how your speech is going—do they look puzzled? Lost? If so, add an example for clarity.