

Presenting with Confidence Survey

Answer the statements in this survey as honestly as you can by checking the appropriate response.

1. It is hard for me to present with confidence in high-pressure situations.

Most of the time
Frequently
Occasionally
Almost Never

2. When delivering a talk, I prefer speaking from a full text rather than using a bullet-point outline.

Most of the time
Frequently
Occasionally
Almost Never

3. People tell me I talk too fast.

Most of the time
Frequently
Occasionally
Almost Never

4. I spend most of my time preparing the content of a talk and considerably less time focusing on the delivery.

Most of the time
Frequently
Occasionally
Almost Never

5. I have a hard time grabbing and holding my listeners' attention.

Most of the time
Frequently
Occasionally
Almost Never

6. I sound like I'm reading when I speak from a prepared text.

Most of the time
Frequently
Occasionally
Almost Never

7. I'm unsure of how I present myself to others.

Most of the time
Frequently
Occasionally
Almost Never

8. I go beyond my allotted time limit when making a presentation.

Most of the time
Frequently
Occasionally
Almost Never

9. I feel uncomfortable when I am suddenly called upon to speak.

Most of the time
Frequently
Occasionally
Almost Never

10. I experience shortness of breath when speaking before large groups.

Most of the time
Frequently
Occasionally
Almost Never

11. I add fillers to my speech/presentation such as "like," "you know," "uh," "okay," etc.

Most of the time
Frequently
Occasionally
Almost Never

12. I don't have a systematic approach to prepare and rehearse for my presentations.

Most of the time
Frequently
Occasionally
Almost Never

13. it is difficult for me to convey complex ideas in a clear, concise manner.

Most of the time
Frequently
Occasionally
Almost Never

14. It's hard for me to express myself naturally when speaking before large groups.

Most of the time
Frequently
Occasionally
Almost Never

15. I don't think about the nonverbal signals I am sending.

Most of the time
Frequently
Occasionally
Almost Never

Now look at the statements where you checked off "most of the time" or "frequently". These are the areas you might want to focus on for improvement. Refer to resource: Steps in Building Confidence for Presentations.

Source: How to Say It: Persuasive Presentations, Jeffrey Jacobi, 2006.