

ASC LEAFLET

This leaflet is a simple way for you to download and customise. It appears on pages 2 and 3 of this document

You are free to create your own leaflet – the ASC logo can also be downloaded.

INSTRUCTIONS

1. Save this document to your computer.
2. Change the details on the front page of the leaflet (centre and right panels - Timbuktu Speakers Club.....) to suit your own requirements
3. You can also make any other alterations to the text that you wish at this stage (see the note below on text boxes if you are not familiar with them).
4. Save the leaflet again and print it (you need only print pages 2 and 3)

NOTE ON TEXT BOXES

All of the text in this leaflet is contained in text boxes so that it can be placed accurately on the page. When you click on the text concerned a shaded border will appear around it like the one to the right here.

You can move the text box by putting your cursor on the border so that a four pointed arrow appears – you can then click and drag your text box anywhere on the page. Take care – text boxes move very easily by accident!

If you want to change the words in one of the text boxes then you can make the box bigger by clicking on one of the circles in the border and dragging the border to make it larger – this may well move the text on the page and you will then need to move it again to get your customised leaflet to look right.

*Click here to find out
what a text box looks
like*

NOTES ON PRINTING

You need only print pages 2 and 3 (which is the leaflet) otherwise you will get these instructions as well (*click on the file menu, click print, in the “page range” box select “pages” and insert “2,3” – click “OK” to print*).

Your printer may say that the margins of the page are outside the printable area of the page and ask you whether you wish to continue – click “yes”.

For best results using an inkjet printer set your printer quality to “best” (click file, click print, click properties and then set the print quality to “best”). This page will print in colour or black and white.

If you have a colour printer and wish to print in black and white because you want to photocopy the leaflet click on the file menu, click print, click “properties” and then select appropriately to print in black and white (usually on the “colour” tab, and usually by selecting “print in greyscale”).

“Now I can talk
in any situation ”

“It helped me
overcome my
stammer ”

“Speakers Club
helped me get
promotion ”

“Everyone was
impressed by my
wedding speech ”

“Speakers Club
has boosted my
confidence ”



“It is the best activity
of my whole life! ”

join
us!

York (RI) Speakers Club
Welcomes you!

Find out more from
Lindsay Dutch
01904 416308
dutchgl@aol.com

Or find out more about
Speakers Clubs at
www.the-asc.org.uk

Yes!
you can
speak
in
public
with
confidence!



York
Speakers Club

WELCOME!

You have taken the first step on a great journey. Few skills can impact your life as positively as learning to speak in public.

You could make a better business presentation, give a speech at a wedding or a birthday, chair a meeting, propose a toast, say what you mean at work, or give a vote of thanks – in fact make any kind of speech you want. Learning to speak in public is a way of building your self confidence personally, at work and socially.

Speakers Clubs are fun, friendly and made up of people just like you. Together we can help you conquer your fears and achieve your goals. Your public speaking development will be at a pace that you dictate and you can enjoy yourself at the same time!

Speakers Clubs are mutual self-help organisations. Everyone in the Club started, just like you, with a fear of public speaking - you will find Club members with a mix of abilities!

HOW DO WE DO IT!

Anyone who comes along to one of our Clubs will be given the opportunity to speak, as well as support, knowledge and constructive feedback in a relaxed friendly environment.

Our system works because there is no substitute for experience gained by having a go, gaining feedback and absorbing experience by watching and listening to others.

We use a ten-stage programme to ensure that all members have the opportunity to develop to the point where they deliver a Masterpiece speech with confidence. This programme is totally flexible so that members can develop at their own pace.

- Making a start ▪ Mean what you say
 - Speech construction
- Use of gestures ▪ Use your voice
 - Vocabulary and word pictures
- The use of notes ▪ Smile please!
 - Audience rapport
 - The Masterpiece

You will also have the opportunity to learn the skills involved in impromptu speaking and chairing meetings. You will even be able to enter competitions should you wish to do so!

THE ASSOCIATION OF SPEAKERS CLUBS

Speakers Clubs are members of the ASC, an umbrella organisation that publishes the “Speakers Guide” setting out the ten stage programme and providing a framework for Clubs to interact and help one another. The ASC runs national speaking competitions and an annual national conference

JOIN US!

The most difficult step of all is to come along for the first time!

To make that a little easier we suggest that you telephone our contact - all the details are given on the back of this leaflet - we can tell you when and where we meet. You are welcome to come as a visitor - you do not need to join as a member straight away (although we are confident that you will want to join soon!).

COME AND MEET US!