

# Ten Tips for Giving a Great Welcome Back to School Speech

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1. Check out the equipment. Try it to make sure it works. Set the volume. Make sure your *The Star Thrower Story* DVD is ready to conclude your speech.
2. Begin with an anecdote: tell a story, something to catch your staff's attention. Remember, they think they should be working on bulletin boards.
3. Be convincing. Speak passionately and show emotion. After all, you want them to care too.
4. Be careful with jokes. Humor adds to a speech; however, being a comedian is not the same as giving a speech. You want to motivate, not entertain.
5. Write your speech. Practice in front of someone. When you say it out loud, you will hear the changes needed. Make sure you sound like you, not someone else.
6. Find someone supportive in the audience. Someone who wants you to do well. Look at this person before you start or if you start to falter.
7. Keep it short. Stick with your plan and avoid ad-libbing. Remember... the bulletin boards are calling.
8. Respect your audience. Never be offensive. See Tip Number Four.
9. Keep your hands free and avoid fidgeting. Put down the pen and clipboard. Look at your staff. They want you to be successful.
10. End on a positive note. Your ending should not be "thank you." Instead, it should be a statement that calls everyone to action.