Speech – Professional Decorum

*What is professional decorum?*

Professional decorum deals with all the elements that do not fall into the previous four categories (content, organization, delivery and language). Decorum has to do with the way you present yourself.

*What does decorum have to do with the senior boards speech?*

Your audience is expecting a positive and professional attitude towards your project and towards your audience. They expect you to be polite and prepared. There are four areas they will be specifically addressing:

**Appearance** – Dress professionally. This means wear clean and neat clothing. Make sure you are clean and well groomed, too. Unsure of whether or not an outfit is professional? Ask your teacher.

**Attitude and Group Rapport**  – Have a positive attitude about yourself, your project and your audience. Even if you don’t like the senior project, do not whine. You want to invite the audience to share in your enthusiasm, not insult them or bore them. Be polite to everyone in the room, including your peers when they are presenting. Say *thank you* and *please*.

**Preparation** – Practice your speech, have visual aids ready, and be early.

**Visual Aid** – Present a visual aid that will aid you in your presentation. It should not distract from what you have to say. Visual aids can vary: Power Points, tools, handouts, or drawings are just some of the types of visual aids you can use. Be sure to include the visual aid as part of your speech and not just decoration behind you while you speak.

## Something to Think About

Think about the role costuming plays in movies. Costume directors spend a great deal of energy dressing actors to suit their character. Consider the following characters and their attire. How does their clothing establish their role in the plot and their relationship with other characters?

A gangster A “godfather”

A police officer A serial killer

A rock star A judge

A mother A waitress

### YOUR TURN



Prepare an informative speech on a topic that you know a great deal about. Use a visual aid. Dress professionally, as if you were giving your senior boards speech. Present professional decorum.