TAKEAWAYS

Sentence beginnings to create a “sub-tone”

Just imagine, ...
Did you know...
Best of all ...
Just between you and me, ...
You’re not going to believe this, but ...
Of course, you already know (that) ...
No-one believes me when I say this, but ...
I can hardly believe it myself - ...
One thing is for sure: ...
Would you have thought it possible? ...
Please, believe me...
I find it very impressive (that) ...
Finally! ...
You shouldn’t ask so stupid....
I’ve just realized, ...
Hurry up, because...
What are you waiting for?
You don’t believe me, don’t you?
It is just awesome...
I’m so surprised that...
Thank God! ...
Now it is dawning on me...
I will convince you...
I don’t really mind either way, but ...
Everyone, can I have your attention please? ...
I’ll say it slowly so you can take it down word for word: ...
They did it! ...
This is the last time I’m going to say this: ...
What? You can’t mean (that) ...
End of the discussion...
You’ll see soon enough. ...
I’m begging you – please listen! ...
All right. I’ll say it again: ...
You go there at once!
After all, I like it!
My god, you are so silly...
Once more, slowly, for all the idiots: ...
You haven’t thought this, right?
TAKEAWAYS

Star alignment for a greeting

Coffee, bathrooms.
Welcome visitors
Introduce myself
Time-table
Introduce the company
Introduce the special guest
Thank the team

Tips for preparation

- Practise short but often!
- Choose a new beginning every time!
- Say a few sentences on every point.
- If you think of s.th. else, add a point to your star!
- Practise out loud!
- You don’t need to say always everything, which is on your card.
- No transitions between the points.
- Be personal, not factual.
- Concrete is better than abstract.
- Sequential order is boring.
- Repeat your greeting until you will enjoy it.
- All your facts are written on a card.
- You prepared the last sentence.
## TAKEAWAYS

Power point slides / photocopy  Speaking freely

<table>
<thead>
<tr>
<th>data, facts, numbers</th>
<th>emotions</th>
</tr>
</thead>
<tbody>
<tr>
<td>chronology</td>
<td>narratives and anecdotes</td>
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<tr>
<td>quotes</td>
<td>personal opinions</td>
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<tr>
<td>ordered lists</td>
<td>private commentary</td>
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<td>diagrams</td>
<td>evaluations</td>
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<td>pictures</td>
<td>dialog with the spectators</td>
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<tr>
<td>graphics</td>
<td>provocation</td>
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<td>charicatures</td>
<td>jokes</td>
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<tr>
<td>photos</td>
<td>questions for the audience</td>
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<tr>
<td>films</td>
<td>Storys</td>
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<tr>
<td>signatures and logos</td>
<td>examples</td>
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<tr>
<td>tables and charts</td>
<td>annotations</td>
</tr>
<tr>
<td>graphs</td>
<td>Pictures, created by words</td>
</tr>
<tr>
<td>animations</td>
<td>metaphors and comparisons</td>
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<tr>
<td>comics</td>
<td>skits</td>
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<tr>
<td>patterns</td>
<td>thought provoking questions</td>
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<tr>
<td>Multiple choice questions</td>
<td>Magic tricks</td>
</tr>
<tr>
<td>Music</td>
<td>imitations</td>
</tr>
</tbody>
</table>
THE BEGINNINGS

The universal beginning
1. The pause

The avoidable beginning
2. Pull your pants up
3. Test the microphone
4. Technical test
5. Drink water
6. Arrange the stage
7. Walk
8. Play a fanfare
9. Rearrange the audience
10. Use Softener phrases
11. Request something
12. A warm welcome
13. Announce
14. Begin at the beginning
15. Give commands
16. Use dry ice
17. Get undressed

The classical beginnings
18. Introduce yourself
19. The greeting
20. Feel honoured
21. Say thank you
22. Honored guests
23. Be delighted
24. A foreign language
25. Before I begin...

Content beginnings
26. A Story
27. An observation
28. Something surprising
29. Reveal a secret
30. Give a statement
31. Rhetorical questions
32. Read something out loud
33. Look into the future

Linguistic beginnings
34. A metaphor
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>35.</td>
<td>A sound bite</td>
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<tr>
<td>36.</td>
<td>A play on words</td>
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<td>37.</td>
<td>A made up word</td>
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<td>38.</td>
<td>Quotes and sayings</td>
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<td>Telegram style</td>
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<td>A trick question</td>
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<td>41.</td>
<td>Here and now</td>
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<td>42.</td>
<td>A personal thought</td>
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<td>43.</td>
<td>A personal feeling</td>
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<td>44.</td>
<td>Poke fun at yourself</td>
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<td>45.</td>
<td>Dialect</td>
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<td>46.</td>
<td>Sentences of your target audience</td>
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<tr>
<td>47.</td>
<td>Mind reading of your audience</td>
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<tr>
<td>48.</td>
<td>Biggest problem of your audience</td>
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<tr>
<td>49.</td>
<td>Emphasize things in common</td>
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<td>50.</td>
<td>Ask for a show of hand</td>
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<td>51.</td>
<td>Ask to guess an answer</td>
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<td>52.</td>
<td>The result of a survey</td>
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<td>53.</td>
<td>Analyse the mixture of your audience</td>
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<td>54.</td>
<td>Test the audience</td>
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<td>55.</td>
<td>Mathmatical question</td>
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<td>56.</td>
<td>An exercise</td>
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<td>57.</td>
<td>Something technical</td>
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<td>58.</td>
<td>Link to the previous speaker</td>
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<td>59.</td>
<td>Explain the occasion</td>
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<td>60.</td>
<td>Connect to the title</td>
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<td>61.</td>
<td>Last year</td>
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<td>62.</td>
<td>What happened today in the world</td>
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<td>63.</td>
<td>Importance of the day for the audience</td>
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<td>64.</td>
<td>Talk about place and time</td>
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<td>65.</td>
<td>A conundrum</td>
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<td>66.</td>
<td>Humour</td>
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<td>67.</td>
<td>Say the opposite</td>
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<td>68.</td>
<td>Do something</td>
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<td>69.</td>
<td>Build tension</td>
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</tbody>
</table>
Courageous beginnings
70. Praise yourself
71. A provocation
72. Ignore the audience
73. Smalltalk with the participants
74. Talk about yourself in the third person
75. Fox the audience
76. Frighten the audience
77. Be quiet

Beginnings for actors
78. A role play
79. A scene or a dialog
80. Produce noise with the microphone
81. Parody
82. Make a telefone call
83. Perform a mime

Technical beginnings
84. A foto
85. A film
86. Music
87. A Caricature
88. A running text or scrolling text
89. Draw something
90. A clock starts ticking
91. A slideshow
92. Video greating
93. A collage of sounds

Challenging beginnings
94. Use a prop
95. Dress yourself up
96. A puppet
97. A magic trick
98. Blacklight
99. Implement dancing elements
100. A flashmob