

## Public Speaking

Guidelines for giving a speech with an interpreter:

1. Give and email the interpreter a typed script (or detailed outline) of your speech of presentation
  - a. “normal” font - Times New Roman, Arial, Calibri, Cambria, Garamond, Verdana, etc.
  - b. 16 point font
  - c. double-spaced
2. Give and email the interpreter a copy of your visual aids such as PowerPoints, maps, overheads, etc.
  - a. PowerPoint - handouts, 3 slides per page
  - b. framed
  - c. color, if possible
3. Plan to spend at least 30 minutes per 5 minutes of your speech working with the interpreter on practicing and discussing your speech.