

3 Day Challenge to Confidence

Take control of any speaking situation.

Story Sprint

DAY 1

Set the timer for 2 minutes and make a list of achievements that a colleague, your team or boss did in the week prior that made a difference or impact.

“My colleague (name) covered for me and _____”

“My boss (name) implemented a new solution for _____”

“Our most challenging client (name) referred us to _____”

Find Opportunities

DAY 2

Next to each item you listed on Day 1, identify the opportunities for you to share their achievements. Be sure the opportunities are within the next day or week, the sooner the better to build your routine.

- A department, all-hands or board of directors meeting.
- A sales pitch, presentation or training.
- A call, email or 1:1.

Celebrate Achievements

DAY 3

Say it out loud. Choose an opportunity that you've identified in Day 2, and give the folks a shout out to share your appreciation for their good work. Before you speak take a breath and say, “I am excited to share this with everyone today!”

Stress Reducer Technique

TIP !

Find a quiet place before an upcoming call, important meeting or presentation and practice the **Box Breathing Technique**:

Inhale for 4 counts. Hold in for 4.

Exhale for 4. Hold out for 4.

Repeat for 4 cycles.

