



Tips for people when speaking during a service.

Please don't worry you start to cry or can't finish the reading, I will be right beside you to support you.

- I will be right beside you, to support you the whole time. Before you start I will look over to check your still happy to go ahead (rest assured if when it gets to the moment it is no problem whatsoever if you change your mind, ill be prepared) then I will introduce you to come to the front.
- You don't need to bring a copy of the eulogy or the poem I will have one printed in large print ready at the lectern for you to read from.
- I'll have a copy of the eulogy and the poem with me following your reading and I will be ready to help you read if needed, or to even step in and take over and can do it a way that no one will even notice.

These tips will help you continue:

- If you start to choke and find you cannot speak; pause & lift your chin, then take a slow deep breath.
- When your chin is raised it closes the tear ducts and crying stops (hence the old expression of 'chin-up') also remember you can't cry and talk at the same time and it helps to smile.
- Lifting your chin also opens your throat & air-passage and so you can take a deep breath to remove that lump from your throat and to regain control of your breathing. Breathing oxygenates your blood stream and brain which serves to improve your concentration and control.
- Don't worry about your pauses because pauses are a part of communication and everyone will understand or be moved by the moment.
- When ready, resume reading or speaking but please don't worry, ill be right beside you the whole time!
- Thank you for volunteering to read the beautiful poem and the heart-warming memories.