

DauidsGuides.com - How to Give Your First TEDx Talk

Find and apply to an upcoming TEDx event as a speaker: <https://www.ted.com/tedx/events>

Timeline

1. **Day 1:** Come up with your one idea worth spreading.
 1. Figure out what is the problem, what is the solution, why should people care, how can it relate to people, how can you relate to people, what's your personal story that ties into this, what's your most vulnerable story that ties into it.
 2. Write your bullet point outline for the talk (intro/hook, problem, tease the solution, tell a story, take them through a journey of how you discovered your solution, how did it change your life, how can it change theirs, how do you use your solution or idea, an impact memorable ending with one key idea they can walk away from).
 3. Write your entire script yourself first. Use ChatGPT after you already write it.
 4. If possible, add humor and jokes in.
2. **Day 2:** Practice your talk every day for 3 days by reading or improvising your script. Try to do the talk just with bullet points. Make edits as you cut it down to one main idea and get the talk to 8-10 minutes. Don't worry about your PowerPoint or visuals yet.
3. **Day 5:** Hire a speaking coach ideally in-person to help refine the script and start working on your body language, hand movements, and public speaking. My amazing coach in Miami was Melanie (917-292-9779).
4. **Day 6:** Create a Google Form survey copying this format that you can have people fill out once they hear your talk: <https://davidmbitton.com/ted> - you can put the link with a QR code on your last slide to remind yourself. Most people won't do it, so walk around and ask them to give you feedback and especially vote on a title.
5. **Day 6:** After you've refined the script numerous times yourself, practice the talk using bullet points on a printed paper with this [flyer holder](#) on your friends or family to get feedback. Revise the script.
6. **Day 7:** Create your slides and visuals if you're going to use them. They're not necessary and not everyone uses slides, but most people told me they preferred more visuals than less. Add your speaker notes to each slide that you can see in presenter mode. Bullet points work best.
 1. Come up with or order 1-3 props you can bring out on stage or have in your pocket to show the audience and engage them more. I used a waterproof notepad, steel ball, my phone, and was wearing a custom t-shirt printed from Printful.com
7. **Day 8:** Submit your script and slides to the TEDx organizers and friends and family to get their feedback.
8. **Day 8:** Practice the revised talk again 1-2 more times to both the same original audience and new audiences using your new slides and props. Give the talk to your co-workers at work, local Toastmasters group, local religious organizations (synagogues or churches), any charities you're involved with, any organizations or groups you're part of, any sports leagues, anywhere. You want anywhere from 5-100 people to get exposure to larger groups.
 1. The goal is to get as much feedback as possible to revise or completely restructure the script until you're really happy with it, and new audiences don't have a lot of new feedback anymore. I completely restructured by script 3-4x. My original ideas and themes stayed, but I revised it and moved sections around. Be careful listening to only one persons feedback - try to get multiple perspectives and find common themes of advice.

9. **Day 15:** Record a video of you giving a talk and submit it to the TEDx organizers and friends and family for feedback. Try to find other TEDx talkers you can speak to and get feedback from. By this point, you should have the talk almost perfected.
10. **Day 22:** Complete any final changes and finishing touches and commit to not touching the script anymore or only making super minor edits. Now it's time to fully memorize the speech as best as possible and use your speaker notes or printed bullet points sparingly.
11. **Day 23:** Make sure all your images in your slides are not copyright protected and you have the level rights to use them. You can find royalty free photos on Pexels and Unsplash or purchase licenses from most stock photo sites like Shutterstock.
12. **Day 30:** Ideally practice 2 more times in front of any groups to build confidence and make sure it's 100% perfect by now.

Items to purchase

1. [Talk Like TED book](#)
2. [TED Talks book](#)
3. [Flyer holder for your printed bullet points](#)
4. [Index cards](#) if you prefer them compared to the flyer holder, or to help you practice
5. [Red circle](#) to mimic the TEDx circle that you can stand in and practice movement in
6. [Laptop slide clicker](#)
7. [DJI microphone](#) to record your audio when taking professional videos of yourself giving talks to groups to show off. This might be overkill in the beginning, but it makes your videos sounds amazing.
8. Professional video camera to record your talks like the Sony a6000 or a6700 - an iPhone on a tripod stand could also work great in Airplane Mode so no one calls you.

Speaking tips

1. Watch the top 10 most famous TED speakers ([click here](#) and sort by Popular) and find one you love. Practice speaking like them. Analyze their body movement, hand movements, talking, pauses, speed of talking, and everything they do.
2. Watch YouTube videos on how to become a better speaker.
3. Talk as slowly as possible. Take as many breaks and pauses in between words, sentences, and new sections. They will cut and edit the video and pacing/timing, so they can always speed you up, but they can't slow you down if you talk too fast.
4. Don't look at the screen to see your slides.
5. Lower your voice, raise your voice, change things up to be dynamic and not monotone.
6. Practice your talk in front of the mirror looking directly at yourself so you can feel what it's like to make eye contact with the audience and pay attention to your facial expressions & body posture.
7. Drink water before speaking and have water next to you if needed.
8. Take 3 deep breaths before speaking to calm down, slow your heart rate and slow your talking speed.
9. Make eye contact with every person in the audience
10. Remember, TEDx will cut and edit the talk as much as needed, so feel free to repeat a sentence or look at your speaker notes or index cards if you get stuck. Ideally try not to do it, but you can if needed.

Marketing the talk after it's on YouTube

1. Post on all your social media channels (LinkedIn, Facebook (post and story), WhatsApp stories)
2. Ask friends and family to reshare, comment, and like your LinkedIn post to boost it. Also to comment and like the youtube video. Send to all your friends/family groups, maybe also some of the WhatsApp groups for example.
3. Publish on your website
4. Add to your LinkedIn bio
5. Add as media to your LinkedIn profile
6. Add to your website bio
7. Email & text all your friends to watch the video
8. See if you can post on your company's social media channels or ask if they will repost it
9. [Follow this guide](#)
10. Search Google for "How to promote youtube videos" and "How to promote ted talks"
11. After the first week or so, look into views, likes, shares, etc...
12. Purchase Google Ads and/or Bing Ads to promote it when someone searches for Ted Talk or other related keywords that are not expensive if you're allowed to
13. Purchase YouTube video ads and figure out a way to promote or boost the YouTube video if allowed

Other resources

1. My Miami speaking coach Melanie Siben: (917) 292-9779
2. [My TEDx talk notes](#)
3. [My TEDx talk script](#)
4. [My TEDx talk bullet points](#)
5. [My TEDx talk slides with speaker notes](#)
6. [TEDx guidelines and tips](#)
7. [TEDx Presentation worksheet](#)
8. [TEDx Copyright guidelines](#)