

Speeches in the Advanced Communication Manuals

The Entertaining Speaker (226A)	Speaking to Inform (226B)
1. The Entertaining Speech 5-7 min. 2. Resources for Entertainment 5-7 min. 3. Make them Laugh 5-7 min. 4. A Dramatic Talk 5-7 min. 5. Speaking After Dinner 8-10 min.	1. The Speech to Inform 5-7 min. 2. Resources for Informing 5-7 min. 3. The Demonstration Talk 5-7 min. 4. A Fact-Finding Report 5-7 + 2-3 QA 5. The Abstract Concept 6-8 min.
Public Relations (226C)	Facilitating Discussion (226D)
1. The Goodwill Speech 5-7 min. 2. The Radio Talk Show 3-5 + 2-3 QA 3. The Persuasive Approach 5-7 min. 4. Speaking Under Fire 3-5 + 2-3 QA 5. The Crisis Management Speech 4-6 + 3-5 QA	1. The Panel Moderator 28-30 / 22-26 2. The Brainstorming Session 31-33 / 20-22 3. The Problem-Solving Discussion 26-31 / 19-23 4. Handling Challenging Situations 22-32 / 12-21 5. Reaching a Consensus 31-37 / 20-26
Specialty Speeches (226E)	Speeches by Management (226F)
1. Speak Off the Cuff 5-7 min. 2. Uplift the Spirit 8-10 min. 3. Sell a Product 10-12 min. 4. Read Out Loud 12-15 min. 5. Introduce the Speaker Club meeting	1. The Briefing 3-5 + 2-3 QA 2. Appraise with Praise 5-7 min. 3. Persuade and Inspire 5-7 min. 4. Communicating Change 5-7 min. 5. Delivering Bad News 5-7 min.
The Professional Speaker (226G)	Technical Presentations (226H)
1. The Keynote Address 15-20 min. + 2. Speaking to Entertain 15-20 min. + 3. The Sales Training Speech 15-20 min. + 4. The Professional Seminar 20-40 min. 5. The Motivational Speech 15-20 min. +	1. The Technical Briefing 8-10 min. 2. The Proposal 8-10 + 3-5 QA 3. The Nontechnical Audience 10-12 min. 4. Presenting a Technical Paper 10-12 min. 5. Enhancing a Talk with the Internet 12-15 min.
Persuasive Speaking (226I)	Communicating on Television (226J)
1. The Effective Salesperson 8-12 min. 2. Conquering the "Cold Call" 10-14 min. 3. The Winning Proposal 5-7 min. 4. Addressing the Opposition 7-9 + 2-3 QA 5. The Persuasive Leader 6-8 min.	1. Straight Talk 3 min. 2. The Talk Show 5-7 min. 3. When You're The Host 5-7 min. 4. The Press Conference 3-5 + 2-3 QA 5. Training On Television 5-7 + playback
Storytelling (226K)	Interpretive Reading (226L)
1. The Folk Tale 7-9 min. 2. Let's Get Personal 6-8 min. 3. The Moral of the Story 4-6 min. 4. The Touching Story 6-8 min. 5. Bringing History to Life 7-9 min.	1. Read a Story 8-10 min. 2. Interpreting Poetry 6-8 min. 3. The Monodrama 5-7 min. 4. The Play 12-15 min. 5. The Oratorical Speech 8-10 min.
Interpersonal Communication (226M)	Special Occasion Speeches (226N)
1. Conversing with Ease 10-14 min. 2. The Successful Negotiator 10-14 min. 3. Diffusing Verbal Criticism 10-14 min. 4. The Coach 10-14 min. 5. Asserting Yourself Effectively 10-14 min.	1. Mastering the Toast 2-3 min. 2. Speaking in Praise 5-7 min. 3. The Roast 3-5 min. 4. Presenting an Award 3-4 min. 5. Accepting an Award 5-7 min.
Humorously Speaking (226O)	
1. Warm up Your Audience 5-7 min. 2. Leave them with a Smile 5-7 min. 3. Make the Laugh 5-7 min. 4. Keep them Laughing 5-7 min. 5. The Humorous Speech 5-7 min.	<p><i>Completing two advanced manuals (10 speeches) is a requirement for each Advanced Communicator award level: Bronze, Silver, and Gold!</i></p>