

**Course Structure and Session Breakdown (30 Hours):**

Session No.	Topic	Duration (Hours)
1	Introduction to Public Speaking & Overcoming Fear	2
2	Structuring a Speech	3
3	Voice Modulation and Articulation	2
4	Body Language and Non-Verbal Communication	2
5	Engaging the Audience	2
6	Using Storytelling in Speeches	3
7	Persuasive Speaking Techniques	2
8	Handling Q&A and Thinking on Your Feet	3
9	Impromptu Speaking Exercises	3
10	Using Visual Aids and Technology	3
11	Speech Rehearsal and Feedback	3
12	Course Review and Feedback	2