



**Your voice is your
calling card,
don't let it keep you
out of the
"Big Time!"**

Mission Impossible:

**How to Turn an Impossible Voice Day into a Positive Victory
NSA Western Workshop break out session**

Saturday, February 5, 2005

As your personal voice coach, Joni Wilson Internationally known author, speaker, master voice trainer and creator of the amazing 3-Dimensional Voice™ Technique will guide you through a fun and productive tour of the human voice that will totally change the way you think about and use your voice.

JONI WILSON VOICE STUDIO

Home of the 3-Dimensional Voice™ Technique

5032 54th St. San Diego CA 92115

Call 1-888-4U Voice • Fax 619-583-4635 • Studio: 619-229-0726

E-mail: joniwilsonvoice@cox.net

Web: www.joniwilsonvoice.com / provoicecoach.com / virtualvoicecoach.com

*"There is something in that voice that reaches
the innermost recesses of my spirit."*

Longfellow

MISSION IMPOSSIBLE;

INTRODUCTION:

Vocal Reality Check

Common voice problems, red flags and solutions

How to keep the voice healthy and happy

Debunking the age factor

What is a 3-Dimensional Voice?

How to involving the whole body for more voice staying power

Breathing life into your voice

Using TWO diaphragms instead of just one

"In the Beginning was the Word"

Power-punch your presentation

Consonants.. Not vowels

Stage Freight is for real but let's call it "Performance Anxiety."

Creating your "Dream Voice"

Male voice characteristics

Female voice characteristics

Q &A

Emotions Have A Major Effect On the Voice and the Body...

- Disappointment
- Frustration
- Happiness
- Sadness
- Sympathy
- Disgust
- Anger
- Fear
- Doubt
- Love
- Hate
- Rage

How They Affect the Voice:

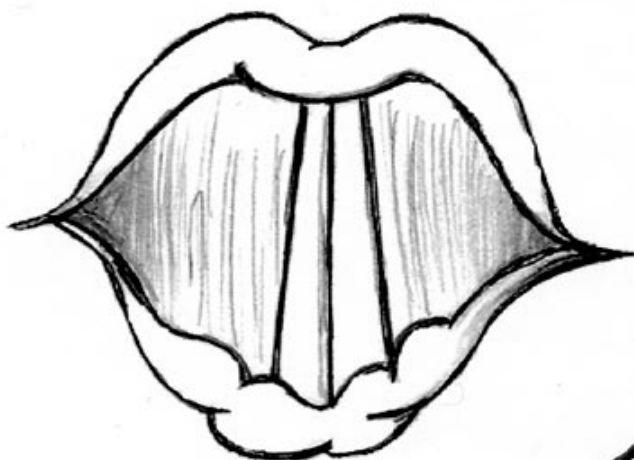
- Raised pitch
- Shortness of breath
- Harshness
- Feeling of tightness
- Choking feeling
- Constant throat clearing
- Nervous shaking
- Pain in throat area
- “Yodel” (Pitch break)
- Monotone
- Breathly sound
- Weakness
- Too loud
- No voice at all

How They Affect the Body:

- Dry mouth
- Dizziness (light headed)
- Nausea
- Weakness (No energy)

EXERCISE: Write down any major times in your life when you were criticized for your voice. (Parents teachers, chorus, speaking...?)

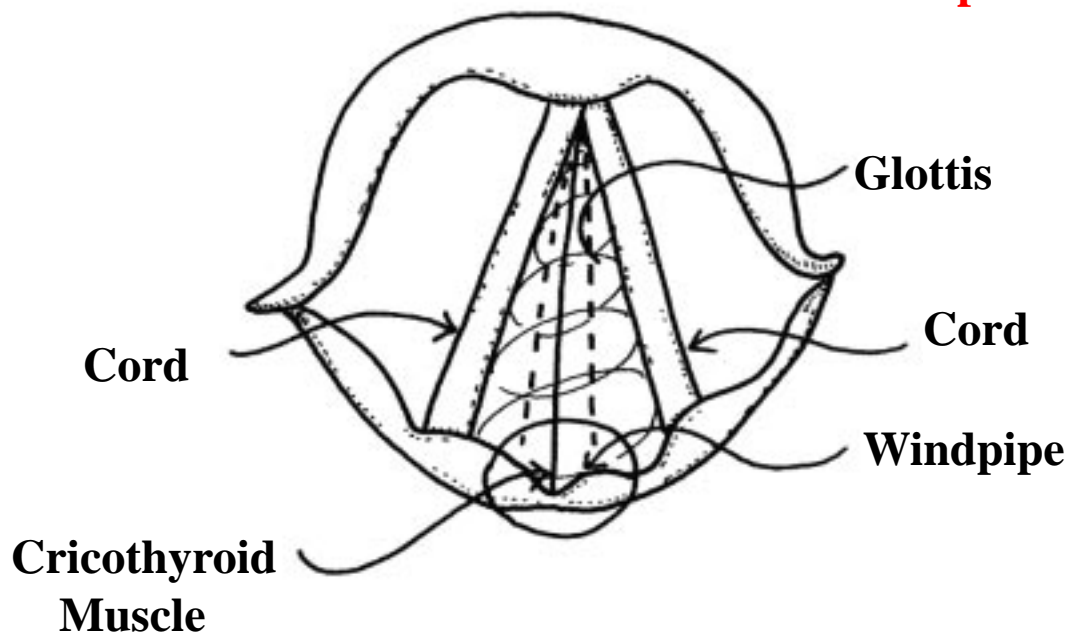
The Vocal Cords (Your New Best Friends)



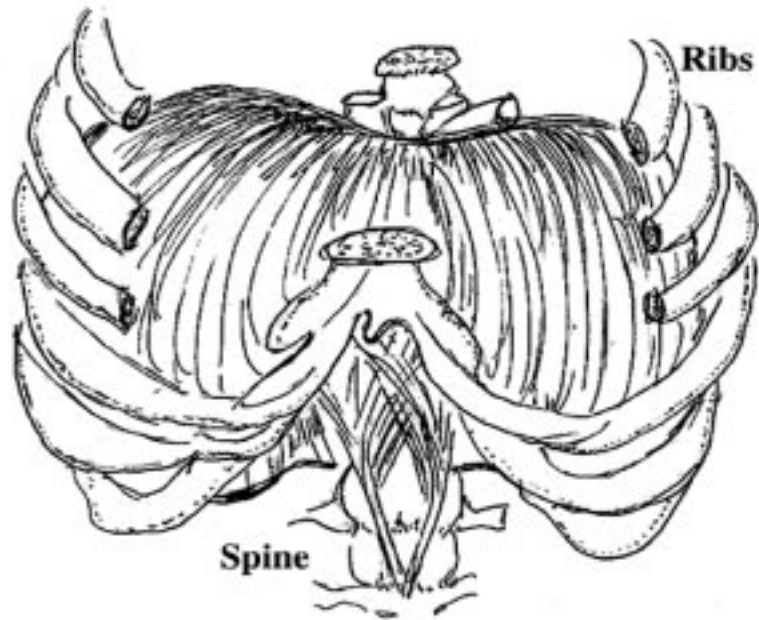
Closed Vocal Cords



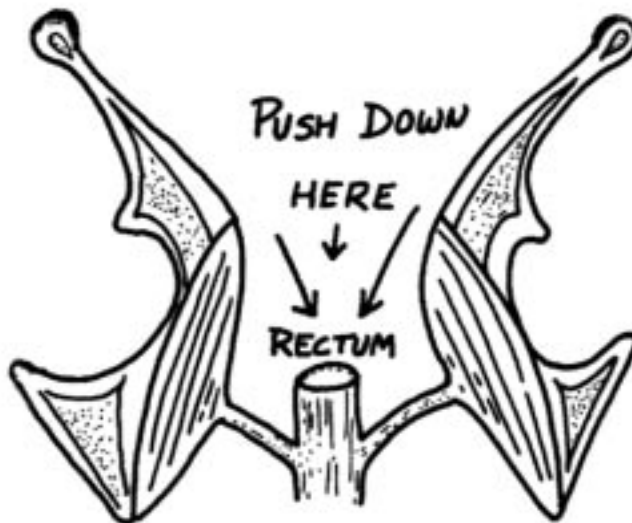
Open Vocal Cords



MEET YOUR TWO DIAPHRAGMS



**Abdominal Diaphragm
(Pump)**



**Pelvic Diaphragm
(Compressor)**

The Voice Analysis Exam

Not being happy with your voice is one thing, knowing *why* you are unhappy with it takes a bit of analysis. The best way to pin point what needs “fixing,” is to take this simple voice analysis exam.

There are 20 questions. Read each question carefully to see which ones relate to your voice. A simple yes or no answer will work just fine. There are no right or wrong answers, and no grade to strive for. Your reward at the end of this test is a better understanding of how you perceive and hear your own voice. Remember, how *we* hear our voice is not always the way *others* hear it! Pencils ready? Go...

Mark Yes or No to the Questions that Relate to your Voice.

1. Does the sound of your voice played back on your answering machine make you cringe?
2. Do you find yourself short of breath when you talk on the telephone?
3. Do people have difficulty hearing you and constantly ask you to repeat yourself?
4. Does your voice tire at the end of the working day and sound raspy and weak?
5. Do you find yourself constantly clearing your throat with a vengeance?
6. After talking all day, does it feels as though there is a lump in your throat?
7. Do people constantly misunderstand you?
8. Does your voice have a nervous quiver and shake when you talk?
9. Does your voice feel weak when you try to loudly express yourself?
10. Do you have frequent colds that always settle in the throat area?
11. Do you hear your voice as high pitched and irritating?
12. Do strangers on the telephone think you are a child? (That’s a little problem.)
13. Do strangers on the telephone think you are the opposite sex? (That’s a big problem.)
14. Does your throat feel rough and dry when you are speaking?
15. Do you hear your voice as “lifeless” and dull?
16. Does your voice quality sound weaker in the morning and seem to improve as the day goes on?
17. Are you a heavy breather?
18. When faced with a confronting situation does your voice feel tight and “squeezed” causing the pitch to go up?
19. Does your voice sound nasal and thin?
20. No major problems to “speak” of. You would simply like to improve the voice you have.

FOR SOLUTIONS TO ALL OF THESE VOICE PROBLEMS, VISIT MY WEBSITE @ joniwilsonvoice.com GO TO “THE VOICE ANALYSIS TEST” AND HIT THE RESULTS BUTTON.

Voice Personality Traits... Where Do **You** Fit In???

A Slow Talker: This trait is categorized as someone who is sure of themselves. Slow talkers think carefully before offering an opinion. A slow speaker often has an exaggerated opinion of his or her own importance. They demand everyone pay attention to what they say and drag the conversation out as long as they can stay in control. They are born leaders and often egotistical.

Slow talkers I have known: _____

A Fast Talker: This can signal an overactive brain or a shallow personality. Speaking a steady stream of superficial small talk and never giving another a chance to participate is a call for attention and control. It is the sign of a person who takes little thought for another's opinion.

Fast talkers I have known: _____

A Deep Voice: Can be either a naturally low pitched instrument or someone needing to express authority. Often a young lawyer or minister will lower the voice to appear older and wiser. This can cause major voice problems if done incorrectly. (Bogart/Bacall syndrome) A deep voice is associated with authority. When someone is *naturally* blessed with a wonderful, resonant, deep voice, the opportunities are endless.

Deep voices I have known: _____

A Loud Voice: This expresses energy and confidence without self criticism. People who are loud are often self-centered and demand a lot of attention.

Loud voices I have known: _____

A Soft Voice: Will instantly signal a lack of self confidence and the feeling that no one wants to hear what you have to say anyway. These are people who do not speak up when they should and can often be led into business dealings they should never be in. They **Can't Say..... NO!**

Soft Voices I have known: _____

Desired Male Voice Characteristics

Believable
Brilliant
Clear
Confident
Cool
Deep
Friendly
Warm
Intelligent
Masculine
Mature
Melodious
Open
Kind

Persuasive
Powerful
Relaxed
Reputable
Resonant
Rich
Golden tones
Sexy
Sharp
Strong
Smooth
Sophisticated
Gentle
Velvety



List all the characteristics you like in a male voice _____

What male voice do you admire? _____

Desired Female Voice Characteristics



- * Authoritative
- Beautiful
- Bell-like
- * Breathy
- Bright
- * Bubbly
- Clear
- Confident
- Effervescent
- * Feminine
- Friendly
- Intimidating
- Low
- Mature
- Melodious
- Open
- Pleasant
- Polite
- Intelligent
- Persuasive
- * Perky
- * Powerful
- Relaxed
- Round
- Resonant
- Reserved
- Rich
- Soft
- * Sultry
- Sexy
- Sharp
- Silken
- Smooth
- Sophisticated
- * Throaty
- Warm

(* Depending on the Job)

Female Jobs That Need a Strong Voice:

CEO

Lawyer

Teacher

Foreign Diplomat

Politics

Typical Male Position

(Attorney General Janet Reno)

Name 5 positions that need a soft feminine voice: _____

Consonants, Lips, Tongue, and Teeth Exercises

Let's start with the plosive sounds B-P-D-T-K-G .These are the ones that explode, adding pop and punch to your sound. Sit in front of a mirror so you can watch your lips, tongue and teeth in action. Using the a-e-i-o-u vowel sounds, repeat each line out loud 2 times.

• Plosives:

**BA BE BI BO BU
PA PE PI PO PU
DA DE DI DO DU
TA TE TI TO TU
KA KE KI KO KU
GA GE GI GO GU**

• Fricatives:

**FA FE FI FO FU
VA VE VI VO VU
SHA SHE SHI SHO SHU
ZA ZE ZI ZO ZU
CHA CHE CHI CHO CHU
JA JE JI JO JU**

• Glides:

**WA WE WI WO WU
LA LE LI LO LU
RA RE RI RO RU**

• Nasals:

**MA ME MI MO MU
NA NE NI NO NU**

Plosive sentences:

Keep the lips, tongue and teeth all in their proper places as you repeat each sentence two times.

1. Big Brother Bob blows a mean bugle.
2. Playing Peter Pan puts Paul first.
3. Dirty dogs dig ditches and drool.
4. Ta Ta Tess told Tom today.
5. Ken keeps Katy's cake cool.
6. Go gather good grubs, Glen.

Fricatives sentences:

1. Father feels Frank's phone rings frequently.
2. Val is very visual vocally.
3. She showed her shabby shoes.
4. Zeb zonked Zack with zeal.
5. Checking charges, Chuck looked challenged.
6. Joni jabbers jam packed jargon. (Who, Me?)

Nasals:

1. Making a million mistakes means madness.
2. Never needle negative navigators.

Mark the Consonants

I dare you to go!

Don't do that.

Better late than never.

He blocked her way.

It was a zany evening.

You look marvelous.

The book is well done.

What a guy!

Mark the Middle of the Word

It's been an unpre-dictable year.

Let's a-bandon the project.

Your a-bility is questiona-ble.

She was abso-lutely ama-zing!

He al-ways needs the lime-light.

I'll say it a-gain and a-gain.

SLOW IT DOWN AND "BEAT" IT !

(Say each "blue Beat" silently In your head as you read the copy out loud...)

"And the Beat Goes On" Exercise...

"Good evening ladies and gentlemen. (beat) Tonight I am going to speak to you about (beat) apprehension. (beat beat) When John Glen, (beat) who as you all know was the first astronaut in space, (beat) was asked what his thoughts were as he was lifting off of the earth, (beat beat) he replied with a laugh, (beat beat beat) "I looked around me (beat) and all I could think of was, (beat beat beat) everything in this ship was built by the lowest bidder." (Now wait for the audience to respond. Ha ha ha ha ha.) "Now that's what I call (beat) apprehension. (beat beat) Speaking of apprehension, (beat) did you ever hear the one about...

...And On!"

Five Things to Do to Keep the Voice Happy

1. **DO** drink water to keep your vocal cords moist and hydrated. The vocal cords are surrounded by mucous and need that mucous to survive. Hydrating the cords with water will help them to stay healthy. Avoid anything that robs the cords of their mucous covering. Excessive air-conditioners and heating systems suck the moisture out of the air and also out of your vocal cords.

2. If you have to use your voice, **DO NOT** take any decongestants that dry up your mucous. You are far better off with a dripping nose than two shriveled up vocal cords.

3. **DO NOT** clear your throat with a vengeance. The more you clear out the mucous, the more mucous will come to replace it. Remember, it is a protective coating. If you must clear the throat, do it as gently as you can.

4. If you are going to use your voice **DO NOT** drink anything that dehydrates the cords such as caffeine, (coffee, tea, Coke etc.). On the other hand, avoid anything that creates excess mucous such as dairy (milk, ice cream, cheese), and acid fruit juices (orange, grapefruit). By the way, if you are speaking at a dinner or breakfast meeting, do not eat before you speak. Digesting food can interfere with your voice performance.

5. **DO** drink herbal teas and warm liquids before and during your talk. The cords are membranes and shrink with anything cold. **NO ICE!** Warmth keeps them plumped up and happy.

Take the time to invest in your vocal image along with your wardrobe, head shots and media kits.

Remember, *“A Good Voice is Good Business.”*

D **Voice Notes** D
D