BODY LANGUAGE
The golden rule is "Be natural and relax!"

What is body language?
Eye contact, facial expressions, posture, movements, gestures.

Why is it useful?
It is a natural part of communication:
- to clarify meaning; it is very visual
- to vent nervousness
- to maintain interest
- to emphasize and regulate
Below are just a few examples of both positive and negative body language:

Positive body language
- eye contact to keep audiences' attention (Asian audience might feel aggrieved.)
- facial expressions should be natural and friendly. Don't forget to smile.
  - raise eyebrows to show surprise
  - open eyes wide
  - squint your eyes
  - knit your eyebrows to show consternation or puzzlement
- posture – stand straight but relaxed (do not slouch or lean)
  - movement - to indicate a change of focus, keep the audience's attention
  - move forward to emphasize
  - move to one side to indicate a transition
- gesture
  - up and down head motion or other movements to indicate importance
  - pen or pointer to indicate a part, a place (on a transparency).
  - shrug of the shoulders to indicate "I don't know!"
  - hands - back and forth = two possibilities, more or less
  - arm - movement back, forth

Negative body language
Ø loss of eye contact: looking at notes, looking at screen, at the board, at the floor
- don't stare, or look blankly into people's eyes
- swaying back and forth like a pendulum
- back turned to the audience
- nervous ticks
- hands in pockets