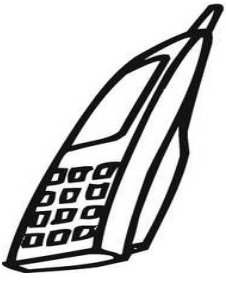


## Interview with a Ring!



more successful.

The sound of your voice has never been more important. Recruiters from around the world are screening job candidates via the phone. What does your voice say about you? Do you sound powerful, weak, kind, mean, enthusiastic, or depressed? Within a few seconds of hearing your voice the person on the other end of the line, has formed a mental image of you: what you look like, how smart you are, and whether or not he/she is going to listen to what you have to say. How you sound has a big impact on how other people relate to you. Improving your sound can make you

Practice the script below several times. Then read it into the voice mail on your phone. Finally, listen to yourself and rate your sound. Listen several times to evaluate the quality of your voice. In minutes, you can make small changes that will make a huge difference.

### Script to Read into Your Voice Mail

It is not so much what I say but how I say it. In fact, 38% of my message depends on my voice quality. My voice qualities include my tone, pitch, rate, and volume.

The tone of my voice tells the listener how I am feeling. One way to keep a positive, upbeat, enthusiastic voice tone is by smiling when I speak. Pitch is how high or deep my voice sounds. I want to find my natural pitch, not too high or too low, to produce my best sound. Rate is how many words I speak in a minute. The average person speaks at about 157 words per minute. Finally, voice volume is how loud or soft I speak. When I speak loud and clearly, I come across as more confident. But if I speak softly, I sound uncertain and timid.

My voice is a powerful tool. Listening to myself will help me improve my sound and bring me greater success.

(This script is 161 words and should take you one minute or less to read into your voice mail)

### Listen and Rate Your Sound

Sad \_\_\_\_\_ Happy

Tired \_\_\_\_\_ Energetic

Low \_\_\_\_\_ High

Garbled \_\_\_\_\_ Clear

Soft \_\_\_\_\_ Loud

What is the best thing about your voice? \_\_\_\_\_

What is one thing you will do to improve your sound? \_\_\_\_\_