

Do's and Don'ts When Making Eye Contact - A Pocket Guide

Sometimes, we just need quick reminders about the do's and don'ts of making eye contact. Cut out this guide to keep in your pocket or refer to it quickly when you are doing a presentation.



Do's	Don'ts
<ul style="list-style-type: none"> ▪ DO try to keep your eyes on the person's face. ▪ DO keep a relaxed, neutral expression on your face. ▪ DO smile while making eye contact. ▪ DO shift your gaze naturally in a small circle if you are speaking to a group of people. ▪ DO think positive thoughts. It will reflect on your face. ▪ DO your best to be present in the conversation. Focus on what the other person is saying, instead of what you will reply. ▪ DO use appealing facial expressions to show you are listening and to prevent a glazed look. 	<ul style="list-style-type: none"> ▪ DON'T look down suddenly, it makes you look timid or scared. ▪ DON'T stare for too long, it might appear intimidating. ▪ DON'T look around at other objects in the room too much. ▪ DON'T forget to blink. ▪ DON'T stare at other elements that might stand out unintentionally (i.e., a low cut shirt, longer facial hair, a wig) - it may make the other person uncomfortable. ▪ DON'T fidget.

Gabriella Lancia, PhD