Vocal Hygiene Program

1. Decrease daily voice use. Limit the length of telephone calls and conversations.

7. Avoid diuretics such as caffeine and alcohol. These dry out the whole mouth and throat.

2. Maintain a good balance of give and take in conversation.

8. Increase fluid intake. Ideally, you should drink 8 cups of water per day.

3. Avoid yelling. Avoid talking or singing in the car. Do not talk to people more than an arm’s length away.

9. Incorporate periods of relaxation into your day.

4. Do not whisper. Use a soft voice instead.

10. Avoid talking while lifting or exerting pressure.

5. Avoid throat clearing and excess coughing. Use a hard swallow and/or a sip of water.

11. Focus on nasal resonance when speaking, especially on the telephone.

6. Avoid smoking and smoky environments.

12. Use diaphragmatic breath support when talking.