

Please Note

- Consult your doctor if you have heartburn. Acid from your stomach can damage your throat.
- Hormonal changes (such as the menopause, pregnancy or menstruation) can affect voice quality.
- The voice is closely linked with emotion, so tension or depression might show in your voice.
- Help to stop smoking is available through your local smoking cessation service. Or you can ask your GP or pharmacist for more information.
- Although essential for management of your condition, inhalers for asthma, antihistamines for allergies and some other drugs can make the mucous on your vocal cords dry and sticky. Extra voice care may be required.

Personal Advice

Further Information

🌐 www.britishvoiceassociation.org.uk

Additional resources can be found here.

Contact Details

Your Speech and Language Therapist is:

Speech and Language Therapy Department

The New Stobhill Hospital

☎ 0141 355 1613

The New Victoria Hospital

☎ 0141 347 8660

Gartnavel General Hospital

☎ 0141 211 3027

Glasgow Royal Infirmary

☎ 0141 201 6467

Royal Alexandra Hospital

☎ 0141 314 6117

Inverclyde Royal Hospital

☎ 01575 505023

Queen Elizabeth University Hospital

☎ 0141 451 6368

Acute Services Division



Information about Information about Looking After Your Voice

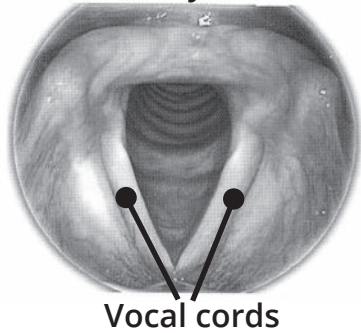


Speech and Language
Therapy Department

Please see back page
for hospital contact numbers

Voice Production

Larynx



Vocal cords

Your larynx (voice box) is situated in your throat at the level of the Adam's apple. It has multiple functions, in addition to voice

Your vocal cords:

- Are inside your larynx.
- Are two small, delicate bands of muscle.
- Stretch from the front to the back of your windpipe.
- Vibrate together to produce the sound of your voice.

A clear, normal voice relies on having:

- Healthy vocal cords.
- A good air supply.
- Efficient muscle movement.
- A feeling of wellbeing.

The following advice will help you to maintain a healthy and efficient voice:

✓ Try

- Check your posture is upright and aligned.
- Warming up your voice gently before prolonged speaking or singing.
- Taking regular top-up breaths when speaking.
- Turning the TV, radio, stereo off or down when you are talking.
- Using amplification or microphones when addressing a large group of people e.g. presentations, teaching, and meetings.
- Resting your voice if it feels tired, weak or strained. Structure your day to space out periods of talking.
- Drinking plenty of fluids to ensure you are well hydrated.
- Steam inhalations can also help relieve a dry, inflamed throat.
- Swallowing hard, drinking water, yawning or using a gentle cough without sound if you feel there is something in your throat.
- Making time for regular recreation and relaxation as stress can affect your voice.

✗ Avoid

- Excessive coughing or throat clearing.
- Shouting e.g. at social and sports events or calling to attract attention.
- Talking in noisy situations or against background noise e.g. loud music, TV and traffic.
- Smoking – try to stop smoking or cut down.
- Speaking for long periods of time without a break.
- Whispering.
- Smoky, dusty or dry atmospheres and chemical irritants e.g. cleaning products and aerosol deodorants.
- Excessive alcohol (particularly spirits) and caffeine (tea, coffee and fizzy drinks) as these can make your throat dry.
- Speaking or grunting while lifting, carrying or pushing heavy objects. For example at the gym or when you are out of breath e.g. during exercise.
- Singing loudly or beyond your comfortable range e.g. Karaoke.