

SPEECH OUTLINE

Use the outline below to guide you in writing your speech.

Title of Speech

Step One: Introduction

- A. Capture your audience's attention
 - Attention device examples: a rhetorical question, a quote, humor, or statistic
- B. Summarize what your speech is about
- C. Establish credibility (why should people listen to your speech?)

Step Two: Body

Transition between introduction and body.

Three main ideas and 2–3 supporting details for each (use examples if needed)

- A. Main Idea 1
 - a. Supporting detail
 - b. Supporting detail
 - c. Supporting detail

Transition

- B. Main Idea 2
 - a. Supporting Detail
 - b. Supporting Detail
 - c. Supporting Detail

Transition

- C. Main Idea 3
 - a. Supporting Detail
 - b. Supporting Detail
 - c. Supporting Detail

Transition

Step Three: Conclusion

- A. Summary of main points
- B. Closing (ties to your attention device)
 - Examples: A quote, a poem, or the answer to the initial question

