

A Satisfying Speech Outline

Speech Title: _____

Purpose: To convince/inform the audience _____

I. Introduction:

A. Attention Grabber

B. Thesis Statement

C. Qualification (Tell the audience your experience with your topic and why you are qualified to affect their opinion on the subject.)

D. Road map

II. Body

A. Main Point #1

1. Supporting statement

2. Supporting statement

3. Supporting statement

TRANSITION SENTENCE (smoothly lead your audience to your next point)

B. Main Point #2

1. Supporting statement

2. Supporting statement

3. Supporting statement

TRANSITION SENTENCE (smoothly lead your audience to your next point)

C. Main Point #3

1. Supporting statement

2. Supporting statement

3. Supporting statement

TRANSITION SENTENCE (smoothly lead your audience to your Conclusion)

III. Conclusion

1. Restate your thesis.

2. Review your main points in the order you stated them in the speech.

3. Memorable and tidy closing remark(s)