

INTRODUCTION SPEECH OUTLINE

Introduction – *Remember to greet the audience and tell them your name!*

- I. Develop a strategy to get audience's attention (i.e. a story, quote, visual, question, shocking statement, etc.). Describe here:

- II. Tell audience why you are credible – Are you an authority or worth listening to?

- III. Establish listener relevance to connect your topic with the audience and show how this topic is important or beneficial to audience.

- IV. State a Specific Purpose/Thesis, which will tell your audience why you are speaking to them and/or what the goal of your speech is.

- V. Preview the main ideas or sub-points of your speech.

Body

- I. 1st Subtopic:
 - A.
 - B.

Transition:

- II. 2nd Subtopic:
 - A.
 - B.

Transition:

- III. 3rd Subtopic:
 - A.
 - B.

Transition: Signals that your speech is coming to an end

Conclusion

- I. Thesis Restatement
- II. Main Point Summary:
- III. Clincher or Closing strategy to connect to audience, i.e. story, example, question or quote.