

Planning a Speech Project

Step 1: Choose a topic from the list below. Or choose one with your instructor's permission

- UFOs are real
- Smoking in public place is inconvenient
- Using a cell phone while driving should be illegal
- Television limits are good for children
- Military experience should be required of all boys
- All schools should have dress codes
- Pit bulls are an unsafe breed of dog

Step 2: Describe the audience

- Give details of the audience including: size, age, gender, and other important details.
- These details can be mixed, but should be precise. For instance, an audience might be made up of about 25 men and 25 women, who range in age from 18-22.
- Be as specific as you can in describing your audience.

Step 3: Write a thesis statement

- Write a thesis statement that supports your view on the topic you chose in step 1.
- Your thesis statement should convey your viewpoint on the topic.
- For instance, my topic might be: Cell phones should not be allowed in cars.
 - However, I do not have to agree with that topic.
 - My thesis might be a statement that argues the opposite.

Step 4: Choose main points

- Choose three main points to make about the topic that will be presented in a speech.
- You should have at least three main points to talk about in the speech. This will translate into the body of the speech.

Step 5: Create an outline and create notecards

- Use the sample outline handout as a guide.

Step 6: Create an introduction and a conclusion

- Use the information shared earlier in this unit for ideas.

Step 7: Practice your speech

- Consider your verbal and non-verbal delivery.

Step 8: Deliver your Speech

- Your classmates and teacher will give you feedback.



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