

Giving a Speech

(Guide for elementary and secondary students)

1. *Pick a topic.* Some ideas for topics are:

- We are not the body
- How fish defend themselves
- What's good and bad about using machines
- Krishna is the most beautiful

2. *Decide on the main idea* you want to talk about. This would be the reason you are giving the speech. Some examples for the topic "We are not the body" would be:

- We should put our energy into the soul, not the body
- Every living being is equal as a soul
- We get our body according to karma

3. *Divide your main idea into three areas.* Ideas for how to decide on the areas:

- Time—past, present, and future
- Space—east, west, and north
- Cause-effect-solution
- Effect-cause-solution
- Main idea-how it works in general-how it works for a person
- Parallel (example: how, why, and when)

4. *Choose an introduction.* The introduction should be one of these:

- A story about your topic
- An interesting fact about your topic
- A question about your topic where the audience probably doesn't know the answer

Giving the speech:

Say the introduction

List the areas

Speak on each area

List the areas

Say the conclusion, or the main idea

Delivery when you give the speech:

Look at the audience—take a turn looking at as many people as you can

Don't read your speech—have notes that you can just glance at from time to time

Stand straight in a natural way, not stiff or hunched.

Speak in a conversational tone just slightly louder than usual

Use natural gestures that are just slightly bigger than for a conversation

Be confident—no apologies, shifting, or playing with hands or clothes

Stay in one place. If you move, it should be for a specific purpose, not to pace.

Speak at a speed where you'll be understood; more slowly if the audience doesn't know your language well.

Topic _____

Introduction

(story or interesting fact or question)

List the areas:

- 1 _____
- 2 _____
- 3 _____

Notes for first area:

Notes for second area:

Notes for third area:

List the areas:

- 1 _____
- 2 _____
- 3 _____

Conclusion:
