

### Outlining your Speech

Answer the following questions as you prepare your speech. Imagine your audience is this class, and you will be using the topic and research you chose from last week.

1. What should the audience be able to do after listening to your speech?
2. What do you assume are your audience's level of knowledge and interest in your topic?
3. How will you adjust your speech to the level of knowledge and interest of your audience?
4. What are the main points or steps in your instructional process?
5. What points could be enhanced through your use of visual aids?
6. How do you intend to begin your speech? What attention getting strategy(ies) will you use? Appeal to the audience? Establish your credibility?
7. How do you intend to end your speech? What will you say after the review or summary of your main points to leave a memorable impression?
8. What is your practice schedule? How many times will you practice out loud before you give your speech in class? Will you have an audience? Who?