

Outline Structure

Please follow this format for your formal speech outlines. All outlines should be typed and submitted the day of your presentation unless the course outline indicates otherwise. Revisions of outlines will be accepted.

Speech Proposition: State in a complete sentence the specific response you hope to receive from your audience.

Sources of Information: List all of your sources that you consulted for this persuasive research speech including your own experience, if relevant, and any interviews you may have had. Use correct citation form.

Introduction: Write out the opening remarks of your speech exactly as you would expect to give them. Follow the guidelines for an effective introduction provided in text.

Body: List the main ideas of your speech in complete sentences in outline form following the guidelines provided in text. For example:

- I. First Main Point (complete sentence)
 - A. Subpoint supporting 1st main point
 1. evidence
 2. more evidence
 - B. Second subpoint supporting 1st main point
 - 1.
 - 2.
- II. Second Main Point
(Repeat as show above)
- III. Third Main Point (rule of thumb: no more than 3-5 main points per speech)

Conclusion: Write out your concluding remarks exactly as you expect to give them. Follow the guidelines for an effective conclusion provided in text.