Speech Competition
Outline Worksheet

This worksheet may help you prepare your speech; you do not have to submit an outline for the competition.

Title of your speech

Specific Purpose of your speech

**THESIS** (your point of view):

INTRODUCTION to the speech

I. (Attention Getter)
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

II. (Reveal your topic)
   __________________________________________________________

III. (Establish credibility)
   __________________________________________________________

IV. (Relevance to the audience – why should we listen?)
   __________________________________________________________

V. (Preview your main points; orient the audience)
   A. (first main point; same as I. in the body)
   B. (second main point; same as II. in the body)
   C. (third main point; same as III. in the body)

   (Transition to body of speech):
   __________________________________________________________

BODY

I. (Your first main point)
   __________________________________________________________
   __________________________________________________________

   (Internal preview of subpoints “SPs”)
   __________________________________________________________
   __________________________________________________________

   A. (Subpoint – supports this main point)
      __________________________________________________________
      __________________________________________________________
      a. ______________________________________________________
      b. ______________________________________________________

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II. (Second Main Point) _______________________________________________
________________________________________________________________
(Internal preview of subpoints “SPs”)_________________________________
________________________________________________________________
A. (Subpoint)_______________________________________________________
   1. __________________________________________________________________
   2. __________________________________________________________________
B. (Subpoint)_______________________________________________________
   1. __________________________________________________________________
   2. ) __________________________________________________________________
C. (Subpoint)_______________________________________________________
   1. __________________________________________________________________
   2. __________________________________________________________________
(Internal summary of Subpoints) ______________________________________
________________________________________________________________
(Transition to third main point):
________________________________________________________________
III. (Third Main Point) ________________________________________________
________________________________________________________________
(Internal preview of Subpoints)
________________________________________________________________
A. (Subpoint)__________________________________________________________________________
   1. ________________________________________________________________________________
   2. ________________________________________________________________________________

B. (Subpoint)__________________________________________________________________________
   1. ________________________________________________________________________________
   2. ________________________________________________________________________________

C. (Subpoint)__________________________________________________________________________
   1. ________________________________________________________________________________
   2. ________________________________________________________________________________
      a. ________________________________________________________________________________
      b. ________________________________________________________________________________
      c. ________________________________________________________________________________

(Internal summary of subpoints)
_____________________________________________________________________________________

(Transition to conclusion:)
_____________________________________________________________________________________

CONCLUSION

I. (Summary of main points)__________________________________________________________________________
   ___________________________________________________________________________________
   ___________________________________________________________________________________
   ___________________________________________________________________________________
   ___________________________________________________________________________________

II. (Memorable close/clincher – tie this back to introduction)_________________________________________________________________________________
    ___________________________________________________________________________________
    ___________________________________________________________________________________

References

Remember to cite sources or references you use in your speech.

Note on this worksheet

This is a worksheet you can use to organize your thoughts and outline your speech. It can help you identify, organize and support the main points in your speech. You may have more subpoints for each main point, you may have more sub-subpoints, or you may have more sub-sub-sub-subpoints. Remember to support each assertion – explain it, provide evidence for it, and discuss how your evidence supports your claim.

Jane Phelps, Spring 2012