EXTEMPORANEOUS SPEECH OUTLINE

Speech cannot be longer than **7 minutes**. Break the speech down into segments

I. Introduction (appox. 50 seconds)

**A. Attention Grabber-** Statistic, Example, Story, Analogy, Direct Quotation.

**B.**  **Thesis Sentence and Preview -** main idea of your speech.

So, today I will tell you the requirements, duties and benefits of a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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II. Body

**A.** **The Requirements** (approx. 1 ¾ minutes)

Copy and paste your information here.

**B. The Duties** (approx. 1 ¾ minutes)  
Copy and paste your information here

**C. The Benefits** (approx. 1 ¾ minutes)

Copy and paste your information here

III Conclusion (approx. 50 seconds)

* A. **Review your main points**-Recap your speech in a fun concise format.

So now that I have informed you about the Requirements, Duties, and Benefits of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ you may want to consider this as a career option for your future.

* **B. Restate the question** or Topic sentence
* C. **Tie to the Attention Grabber and leave a final Thought**-This should be a statement that will stick out to your audience