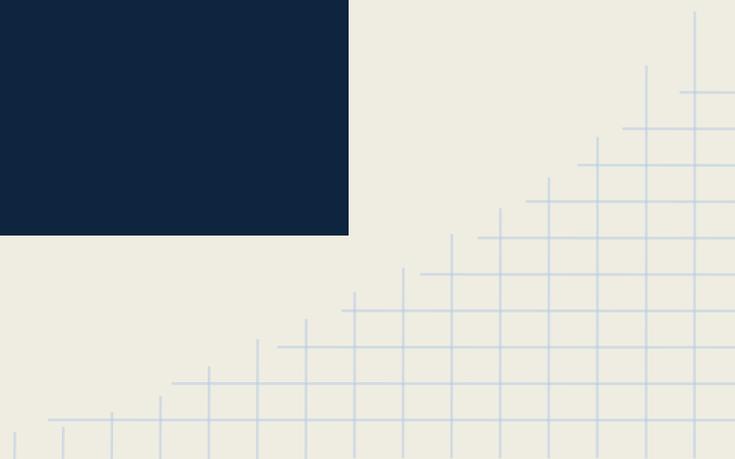




# Speech to Inform

Informative Presentation



# Student Expectations

In completing this speech, each student will:

- Prepare an organized speech;
- Speak loudly, clearly, and with pitch;
- Give eye contact to the entire audience;
- Produce a credible, academic speech;
- Employ visual, audio, and physical props successfully;
- Present with enthusiasm, emotion, and energy.

# Purpose

- To learn how to create and give an informative presentation.
- To demonstrate research skills.

# Explanation

- You, as an individual, will intelligently and captivatingly inform the audience with relevant, academic material, utilizing a research-based, MLA formatted presentation.
- Each speech will be timed, with a time limit of 3-5 minutes.

# How to Choose a Topic

- Select something that interests you and that is appropriate to the audience you are to address.
- Try not to pick something too divisive - meaning that you don't want a topic that will cause too much disagreement or hostility between people.

# How to Prepare

- Use the Internet, one magazine or newspaper article, and at least one book to find credible information.
- You should have at least 3 sources cited.
  - Write down information about each source to make your MLA-formatted Works Cited page.
  - Write down your notes and research on note cards.

# How to Prepare

Organize your information logically and in the following format:

1. Gain attention (Introduction)
2. Make audience want to hear your ideas (Introduction)
3. Present your ideas (Body)
4. Tell why this material is important to your listeners and how it affects them (Conclusion)
5. Ask your audience to study the topic further or to take some action on it (Conclusion)

# How to Prepare

## Present your ideas:

- Divide your material into 3 main ideas.
- Then divide your material into 3 supports for each main idea.
- Finally, divide your material into 3 pieces of evidence or facts for each support of each main idea. These can be statistics, examples, analogies, etc.

A completed Universal Outline is required for this speech.

# Things to Think About

- Don't be afraid to add humor and creativity to this speech.
- Make an effort to create interesting introductions and conclusions.
- Make sure your speech is always moving ahead.
- Be prepared and know your speech like an expert.