

# SPEECH/WRITING OUTLINE

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## *Title*

General Purpose: to inform / to persuade / to celebrate

Specific Purpose:

Thesis/Central Idea:

## *Introduction*

- I. Attention Getter
- II. Relate topic to audience
- III. Speaker's credibility
- IV. Thesis/Central Idea

## *Body*

(Transition: \_\_\_\_\_) ← this can be used between every section

### I. Main Point #1

- A. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example
- B. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example
- C. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example

### II. Main Point #2

- A. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example
- B. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example
- C. Explanation/Evidence/Supporting material
  1. backing and/or example
  2. backing and/or example

### III. Main Point #3

- A. Explanation/Evidence/Supporting material
  - 1. backing and/or example
  - 2. backing and/or example
- B. Explanation/Evidence/Supporting material
  - 1. backing and/or example
  - 2. backing and/or example
- C. Explanation/Evidence/Supporting material
  - 1. backing and/or example
  - 2. backing and/or example

### *Conclusion*

- I. Signal the end and review (for example: "in conclusion" "to wrap up")
- II. Strong Concluding Remarks