

Step 3: The parts of a good speech

A speech is similar to an essay. It should include:

1. Introduction:
 - a. A “hook:” an interesting story that gets the audience’s attention
 - b. Explain why we should listen to this person
 - c. Brief explanation of the focus of the speech (your identified issues)
2. Body
 - a. Discuss the main points of your speech in detail (your identified issues)
 - b. Use transitional phrases between points (Next I will talk about....)
3. Conclusion
 - a. Summarize your main points
 - b. Tie to introduction (follow up with your hook)
 - c. Remind your audience to vote for you!

More about Hooks:

- Can be personal stories (When I was a student, my teacher said....)
- Should relate to the local audience. You probably wouldn’t start a speech to elementary school students with a story about trying to find a babysitter, would you? It should be about something the audience understands and cares about.

Step 4: Research

What does your candidate think about the issues you want to focus on? Go to your candidate’s website to find out. After reading about your candidate, you may choose to shift your focus.

In the top boxes, write the issues. In the boxes underneath, write what your candidate thinks about these issues.

Step 5: Outline

This outline will help you organize your speech. Do not write full sentences, just words or phrases for each category. After you complete your outline, and it has been checked, you may begin writing your essay. To do so, take your notes from your outline and expand them into full sentences to create your speech.

1. Introduction

a. Hook _____

b. Why we should listen _____

c. Speech focus _____

2. Body

a. Point 1 _____

i. Detail _____

ii. Detail _____

b. Point 2 _____

i. Detail _____

ii. Detail _____

c. Point 2 _____

i. Detail _____

ii. Detail _____

3. Conclusion

a. Summarize main points _____

b. Tie to introduction _____

c. Reminder _____

Step 6: Write your speech!

Remember to get your outline checked before you begin writing! After you finish, you may practice reading it aloud quietly.