

How can I take a stand....and be taken seriously?

How can I present my thoughts?



Where do I start?

# A guide for Speech Writing

Grade 8 Model



What can I do to capture my audience's attention?



How do I argue my point?

How can I convey my ideas clearly?

# Speech Presentation Organizer *Suggested Model*

Question 1:  
(General)



*Light*

Question 2:  
(More specific)



*Medium*

Question 3:  
(Specific to  
issue/topic)



*Heavy*

Opener  
(thesis/intro)



AKA: The Headline

Summary of  
Main issues  
(controls)



1.

Visual Link



2.

Visual Link



3.

Visual Link



Closing  
remarks:



AKA: The Echo

## Tips and Hints

# What's the Difference between Speech and Writing

When we talk about 'language', sometimes we mean speech (spoken language), sometimes writing (written language). How are they different? Of course, speech is spoken and heard, while writing is written and read. But there are many other differences:

**Age.** Speech goes back to human beginnings, perhaps a million years ago. Writing is relatively recent, however; it was first invented by the Sumerians, in Mesopotamia, around 3200 B.C. Since then, the idea of writing has spread around the world and different writing systems have evolved in different parts of the world. History was passed down through story telling FIRST before written language was even conceived.

**Universality.** Humans everywhere can speak. But before the Sumerian invention, people were nonliterate. Even now there are many nonliterate groups (e.g. in New Guinea), and many nonliterate people in officially literate societies. Speaking and storytelling became an art form early on in our human development as those who could speak effectively quickly rose to the top of the heap. There's an old saying that goes like this:

“Tell me, and I'll forget. Show me and I'll remember.”

Good speakers recognize their audience, use their body, gestures, visual aids (if necessary) to help get their point across in its entirety.

**Acquisition.** People everywhere start speaking during the first two years of life; many of the abilities involved are probably inborn rather than learned. Learning to write typically builds on learning to speak.

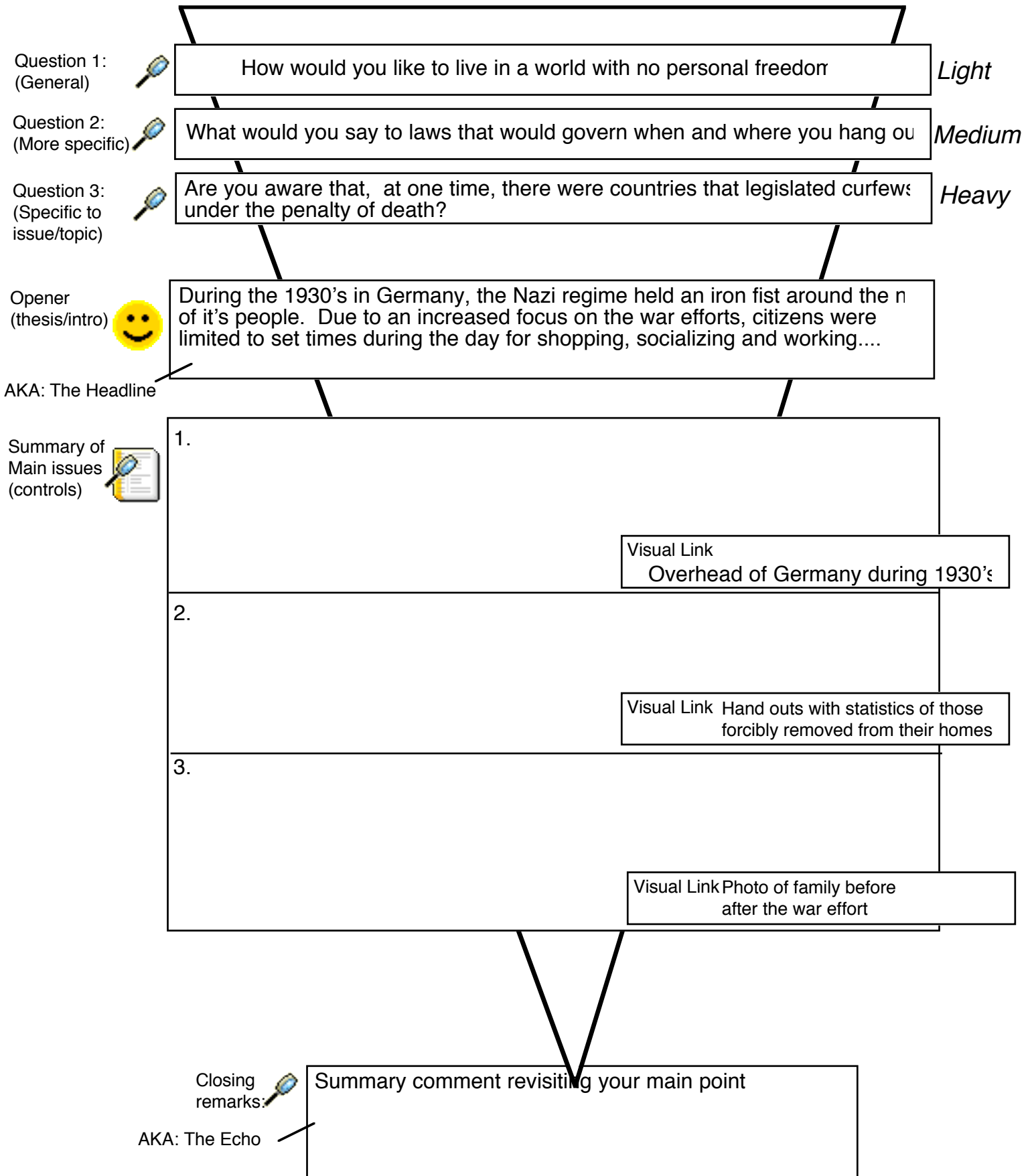
But wait. Oh my aching head. I can hear you scream right about.....now.

The **big** difference between speech and written tasks (let's say essay) is that, in the first instance you are expected to engage an audience through using your voice and body. Time is also not a luxury; that is, in most cases you have only 5 to 10 minutes to present your argument, while in an essay, you are more free to allow the reader to explore your ideas. A reader of your essay can also stop and review a point if needed. You also can afford to use a lot more “bigger” words in a essay while in a speech one *Never uses a big word when a smaller, less verbose one will do.*

**Why?** A speech needs to be customized for your audience and therefore you need to be *sensitive* to the diverse listening abilities, questioning skills, attention span (tee-hee) and overall level of your peers. An essay is mainly written for a select audience (namely your teacher or small reading team).



# Speech Presentation Organizer *Example #1*



# PUBLIC SPEAKING

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Effective public speaking skills can be learned by following a few simple points. A good speaker will be organized and have the confidence to present the substance of the speech to an audience. Being able to speak effectively is a valuable skill that can be learned as a student and applied later in life.

## THE SPEECH RECIPE

The organized speaker will avoid the errors of people who talk in public but don't necessarily make good speeches. The organized speech will follow the following this general three point recipe:

### HEADLINE

Capture your audience's attention by giving them a reason for listening. This establishes a theme for your speech and can be a provocative quote, statistic, or story. The thesis or main idea of your speech is then presented here and it relates to your theme. This is where you tell your audience what you are going to talk about.

### MAIN BODY:

Break your idea into separate points (three is suggested) that explain or support your thesis and expand upon your theme. This is where your audience is told about your topic.

### SUMMARY OR "ECHO":

Revisit your headline and summarize your main idea by referring back to the points made in your main body. This provides your audience with a complete package and tells them what you have told them.

~~Bring shovel to class~~  
~~Throw eggs at Lucy~~  
~~Play theme from star wars when I share my opener~~



# BETTER SPEECH TIPS

- \* Don't point out your own mistakes. You are the expert on this topic during the time your speech is made.
  - \* Be yourself. Your audience will forgive your nervousness, but they will be turned off by false modesty or bravado.
  - \* Speak in the level of language that is suitable to the occasion. If the occasion demands a tux, then your words should be addressed appropriately.
  - \* Look for a creative angle on your topic. Capture your audience's attention this way.
  - \* Think and speak in outline terms. Avoid reading every word to your audience.
  - \* If you stumble, don't repeat sentences or phrases unless they are pivotal to your speech.
  - \* Finish your speech before your audience does. Don't overstay your welcome on the podium.
- An audience appreciates a short organized speech over a long rambling effort.
- \* Be confident in presentation. A speaker's poise and confidence communicate as effectively as the words that are spoken.

The purpose of any form of communication is not to make the sender the object of praise or derision. It is the message that really counts. With good organization and a confidence in your topic, you will be able to address any audience and provide them with the substance of your communication.

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## SPEECH RECIPE

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### INGREDIENTS

- three questions or statements to help get the listeners thinking about your topic
- one headline
- one expandable thesis or plan
- three points to support your thesis or plan
- one conclusion



Use the organizer above to help plan out your speech presentation. Also insert visual aids that would be appropriate to share while you present your main points. I don't recommend that you show any visuals, sounds etc at the start of your presentation. It could distract the listener from you....the focus of the presentation. The visuals only serve to SUPPORT the points presented orally.