

Informative Speech Outline

Speech Topic: _____

Intended Audience: _____

Speaker's Purpose/Intention: (What do you want your audience to learn or understand?)

I. Introduction

- A. Hook (fact, question, quote, or anecdote)
- B. Background information on the topic
- C. Thesis statement/topic focus

II. Body Paragraph 1 (Main Point 1)

- A. Topic sentence introducing the first main point
- B. Supporting facts, details, or examples
- C. Explanation of why this information is important
- D. Transition to the next point

III. Body Paragraph 2 (Main Point 2)

- A. Topic sentence introducing the second main point
- B. Supporting facts, details, or examples
- C. Explanation of why this information is important
- D. Transition to the next point

IV. Body Paragraph 3 (Main Point 3)

- A. Topic sentence introducing the third main point
- B. Supporting facts, details, or examples
- C. Explanation of why this information is important
- D. Transition to conclusion

V. Conclusion

A. Restate the main topic/thesis

B. Summarize the key points

C. Final thought or takeaway for the audience