

# Informative Speech Outline Worksheet

(All points on the outline should complete sentences. Do not write out your entire speech, just one sentence per element.)

## Introduction:

- I. Attention-Getting Device:
- II. Credibility and Audience Relevance Statement:
- III. Thesis statement:
- IV. Preview of main points:

## Transition to first main point:

## Body:

- I. Main Point 1:
  - A. Sub point:

## Transition:

- B. Sub point:

## Transition:

- II. Main Point 2:
  - A. Sub point:

## Transition:

- B. Sub point:

## Transition:

- III. Main Point 3:
  - A. Sub point:

## Transition:

- B. Sub point:

## Transition to Conclusion:

## Conclusion:

- I. Review of Main Points:
- II. Restate Thesis
- III. Closing:

*Your support for sub points should be labeled "expert testimony, example, statistic, personal testimony, lay testimony, definition, etc." This part of the outline just needs a one word label for how you choose to support your sub point. All sub points need a support type. See chapter 9 of your text.*

*Support for sub point A*

*Support for sub point B*

*Support for sub point A*

*Support for sub point B*

*Support for sub point A*

*Support for sub point B*

## References (APA)/Works Cited (MLA)

Please cite your sources on the last page of your outline (must be on its own page). You may use either APA or MLA citation formatting (please only use one or the other, not both). An example of how to cite these are listed below. Three (3) sources from the BSC library database are ***required***. You may include more if you so choose. **The references/works cited page should be the last page of your outline document. Sources should be organized alphabetically in accordance with the author's last name.**

### **APA example for scholarly journal article:**

Allen, A.L. (2015). How to properly market organic produce in a small Midwestern city: A qualitative analysis. *Health & Business*, 44 (2), 136-175.

### **MLA example for scholarly journal article:**

Allen, April. "How to Properly Market Organic Produce in a Small Midwestern City: A Qualitative Analysis." *Health & Business*, vol. 44, no. 2, 2015, pp. 136-175.

Please use the Purdue OWL website to help you cite your information. As always, I can help you too!

OWL Website: <https://bit.ly/2L78Pnh>

### Informative Speech Outline Rubric (20 pts possible)

	Present	Inconsistent	Not Present	Points Earned
Introduction (includes Attention-Getting Device, Audience Relevance, Credibility, Thesis, and Preview of Main points)				____pts/2 pts
Main Points				____pts/4 pts
Sub Points  *Includes Support Types for Sub Points*				____pts/4 pts
Transitions				____pts/4 pts
Conclusion (restating Main Points, Thesis, and has a memorable Closer)				____pts/2 pts
Bibliography page cited correctly either MLA or APA				____pts/4 pts
<b>Notes:</b>				____pts/20 pts