

INFORMATIVE SPEECH OUTLINE TEMPLATE

Student's Name:

Date:

Topic:

General Purpose:

Specific Purpose:

Thesis:

I. Introduction

A. Attention Getter:

B. Reason to Listen:

C. Thesis Statement:

D. Credibility Statement:

1.

2.

E.

1.

2.

3.

Outline For An Informative Speech On Di

Bruce E. Gronbeck



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Principles of Speech Communication Bruce E. Gronbeck, 1995 The new edition of Principles of Speech Communication Twelfth Brief Edition is accompanied by The Speech Writer s Workshop an interactive speech writing software that will help you prepare your speeches Available for both IBM and Macintosh systems this program covers such topics as introductions and conclusions defining the purpose of your speech speech apprehension preparing research and supporting material and much more Ask your professor for more details

Fundamentals of Public Speaking Donald Cross Bryant, Karl Richards Wallace, 1947

Supervisory Management and Communication Stephen E. Catt, Donald Stanley Miller, 1985

The World Book Encyclopedia, 1996

Integrative Speech Elwood Murray, 1950

Speech Robert Campbell Jeffrey, Owen Peterson, 1983

Fundamentals of Speech Communication Bert E. Bradley, 1978

Managing Business and Professional Communication Carley H. Dodd, 2008 Business and Professional Communication provides the reader with the strategies they need to effectively manage communication challenges in the workplace Tailoring relevant communication concepts to the unique demands of the workplace environment Business and Professional Communications surpasses the coverage of traditional communication books to address the most recent surveys of expected workplace competencies exhibiting leadership managing organizational culture communication style differences and conflict dealing with difficult people improving diversity and intercultural communication and interviewing selling and negotiating successfully Business and Professional Communication not only prepares the reader for relevant informative and persuasive public presentations in the workplace but also prepares them for managing cultural diversity sales customer service audits briefings reports team building and other communication proficiencies vital for success in the modern workplace

Understanding and Sharing Judy C. Pearson, Paul Edward Nelson, 1988

The Challenge of Effective Speaking Rudolph F. Verderber, 2000 Wadsworth s best selling Public Speaking text the Verderbers CHALLENGE OF EFFECTIVE SPEAKING features a skills oriented mainstream approach that has effectively led hundreds of thousands of students through the challenges they face as they develop and deliver speeches The speech making process is presented in a six step framework based on classical and contemporary theory The straightforward writing style and effective use of examples enables students to understand and effectively perform key speech making activities The six step framework emphasizes topic selection audience analysis and adaptation effective research including appropriate use of Internet resources organization with emphasis on outlining language and delivery The six action steps are introduced in generic form and then later adapted to follow principles of informative and persuasive speaking

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