Public Speaking Worksheet

For Communication and Facilitation Skills Leader Lesson

# Topic:

Should be something that interests you or a current hot topic. Suggestion: **“Why I love OHCE”**

# Target Audience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Speech Layout:

The speech should have an introduction, body, and conclusion.

## Introduction:

Introduces the topic, main points, and should be attention getting.

* Attention getter:
* State the topic:
* Preview the main points:

## Body:

This makes up the bulk of your speech and should include two to four major points to support your topic.

* Main point 1 (with supporting facts)
* Main point 2 (with supporting facts)
* Major point 3 (with supporting facts)
* Major point 4 (with supporting facts

## Conclusion:

Should signal the close of the speech, reinforce main points, and have a strong ending. (Land that plane.) Strong endings include a brief story, an example, a quote, or a quick activity.



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