

INFORMATIVE SPEECH PREPARATION WORKSHEET

Name _____ Class time _____

1. What is the topic of your speech? Why is it appropriate for you?

2. Why is the topic appropriate for your audience?

3. How is your topic narrowed to conform to the time limits for the speech assignment?

4. What is your specific purpose statement? _____

5. Does your Specific Purpose statement meet all of the requirements discussed in lecture?

6. What is your central idea? _____

7. Does your Central Idea meet all of the requirements discussed in lecture? _____

8. What method(s) of gaining attention do you use in the introduction? _____

9. How do you establish your credibility in the introduction? _____

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