



## Tips for Writing Your Speech

Write your  
notes on index  
cards -  
Practice

### Length of Your Speech

4<sup>th</sup> Grade - 1-3 minutes

5<sup>th</sup> grade - 2-5 minutes

6<sup>th</sup> - 8<sup>th</sup> grade - 2-7 minutes

9<sup>th</sup> - 12<sup>th</sup> grade - 3-7 minutes

Look at the  
audience -  
Use  
Expression -

Introduction - Start out with a statement to get everyone's attention. Ask a question, tell a funny joke or story that relates to your topic, share a startling statistic or fact, or use a quote. Your introduction should include the topic of your speech. Avoid saying your name.

Body - There are many ways to organize the body of your speech. Use clearly numbered points, such as, *"there are three reasons why we should participate in a service project."*

Or explain why one event is caused by another, for example, *"the number-one killer of teenagers is car accidents...what causes this tragic loss of life?"* Sometimes the speech might be organized in an order. You might give the audience suggestions for how they can help or improve the situation you have shared in your speech.

Closing - The closing should relate to the introduction. Use it to remind the audience of the main points. The closing will be the last thing the audience remembers. Make it count.

### Just a Few Suggestions for Topics:

- ◆ Any current issue that is appropriate for your age ◆ Teamwork ◆ Character
- ◆ My hero and why ◆ Education ◆ Healthy Choices ◆ Being a good citizen ◆
- Anything about the environment ◆ Family ◆ Leadership ◆ Putting first things first ◆ Sportsmanship ◆ The importance of ????

NOT AN ENCYCLOPEDIA-TYPE REPORT