

SPEECH 101
OUTLINE STANDARDS
INFORMATIVE/PERSUASIVE SPEECHES

MUST BE COMPLETE SENTENCE

MUST OUTLINE INTRODUCTION, BODY AND CONCLUSION

MUST HAVE ONLY A SINGLE SENTENCE THESIS

MUST HAVE A MINIMUM 5 SOURCES. ONLY 2 MAY BE INTERNET. ALL MUST BE PROPERLY MLA CITED.

STUDENT OUTLINE QUESTIONNAIRES (SEE ATTACHED)

- Introduction includes:
 - attention getter
 - relevance to audience
 - credibility statement
 - single sentence thesis
 - preview
- Body
 - organizational patterns
 - chronological/spacial
 - cause/effect
 - compare/contrast
 - problem/solution/recommendation
 - climactic/topical
 - motivated sequence (persuasion)
 - needs reduction (persuasion) - ?
 - stock issues
- evidence - cites in correct MLA format
- Conclusion
 - summary
 - tieback/refer to the introduction
 - final thought (in informative it's Story, Example, Analogy, in persuasion it's Call to Action)

This is a Speech 101 standard document for Glendale College