

INFORMATIVE SPEECH

(Speech #2)

4 to 5-Minute Speech

You should deliver this speech extemporaneously from an outline.

REMEMBER: SPEECHES ARE NOT TO BE READ!
Eye contact with the audience is VERY important.

The goal of this speech is **to inform the audience**. You may explain something, how to do something, how something occurs, or show us how to do it. At the end of the speech, the audience will have a balanced view of the selected topic based on your research. The **audience should not know your attitude** or personal viewpoint on the topic; they can learn what other “experts” have said. You should **provide the facts** so that the audience can decide what (if anything) is important. **Do not urge the audience to act** on the issue. Action is an essential component in the persuasive speech, not the informative.

You have four options for this speech:

- Option #1:** Speech about an **Object, Person, or Place** (a person, place, or thing)
- Option #2:** Speech about a **Process** (how something is made, done, or works)
- Option #3:** Speech about an **Event** (an historical review)
- Option #4:** Speech about a **Concept** (a belief, theory, or idea)

A written **preparation outline is required** for this speech and should include all relevant content and sources. Main and sub-points must be **written in a complete-sentence format**.

Use at least **3** credible sources (besides yourself) related to your topic. **You must cite at least 2 of them during your speech**. Include an appropriate reference or bibliography section at the end of your outline.

You may also use appropriate visual aid(s) to effectively illustrate your speech and to maintain interest. You must give appropriate credit to the source of any artwork you use which you did not yourself originate.

Your speech will be judged in light of these general criteria: Is the information communicated *accurately*? Is the information communicated *clearly*? Is the information made *meaningful* and *interesting* to your audience through descriptive language and specific supporting materials?

As you can imagine, the list of topics is endless! This speech should be on any topic that you are comfortable with but **should not** tell us what we already know!

Good luck – you’ll do great! Prepare and practice thoroughly; then, relax and have fun!