

PUBLIC SPEECH FORMAT

Topic: _____

Topic Statement: _____

MAIN POINTS

A speech should contain 2-4 main points to be discussed. Each main point must be supported by facts, opinions, anecdote or examples.

Main Point #1

Main Point #2

Main Point #3

Main Point #4

ADDRESS THE CHAIR

eg. Good evening Mr./Madame Chairperson, teachers, parents, fellow students and guests

Introduction

Conclusion
