**Basic Speech Outline**

1. Introduction
   1. Attention getting opening – story, joke, question
   2. Thesis Statement – What is your topic
   3. Preview – What are your main points
2. Body of the Speech
   1. Point One

Transition statement

* 1. Point Two

Transition statement

* 1. Point Three

1. Conclusion
   1. Review of main points
   2. Restatement of thesis
   3. Memorable Conclusion— Recap main points; summarize core message; call-to-action