

Poway High School Senior Project Outline

Completed outlines are due on Tuesday, May 17th. "Mock presentations" will take place on Lab Day (5/18-5/19). Students will present to a small group of panelists, be prepared to present for 15-20 minutes and answer questions. You should bring your props, video, pictures, presentation boards, etc. If you will be showing a video, please bring a computer so that you show your evidence. If you are presenting in power point format, please bring in copies of the "slides" so that the panelists in your group can view your presentation (groups will be 5-6 people, so make enough copies).

Overview

Important to any type of speech, whether informative or persuasive is the outline. The outline serves as a blueprint that guides the speaker and the audience through the delivery of the speech. The outline is an essential element because without it the speaker might inappropriately digress from the topic or discuss too many or too few ideas. Consequently, the audience might become confused or bored and ultimately perceive the speaker as rambling. Hence, by organizing one's thoughts the speaker increases his or her success in delivering a quality presentation.

Outline Format – Full Sentence Outline 2 PAGES, MLA FORMAT MINIMUM

The outline should be written in complete sentences (not phrases or bullet points) and should express a complete thought. The full sentence outline format helps the speaker visualize a comprehensive image of the speech and also allows him or her to organize the speech more efficiently.

Outline

A. Introduction/Opening

1. Captures audience attention
2. Leads into speech topic

B. Body (Support in the form of testimony, illustrations, examples, statistics, video)

1. Explanation of Purpose--why they chose it, special connection, why there was a need for this event to happen, how they thought they would benefit (community contributor/career opportunities)...etc.
2. Experience (this includes developing the project, the mentor relationship, job shadowing, interviewing, researching for and writing the paper, and completing the project)
3. Results--How many people showed up, how much money they raised, how this experience impacted their life, what new opportunities do they now have, how this helped them figure out what they want to be when they "grow up."
4. New findings/discovery (possibly in a conclusion)--What strengths did they discover, what would they have done differently, what could have made the project better...etc.

5. Review the monthly reflections you have written.....the content of your speech is there!!!

C. Conclusion

1. Assert that you have accomplished the goals of your thesis statement and create the feeling that audience members who actively considered your information are now equipped with an understanding of your topic. Reinforce whatever mood/tone you chose for the speech and attempt to create a big picture of the speech.
2. Close effectively: Finish strongly. When you close your speech, craft statements that reinforce the message and leave the audience with a clear feeling about what was accomplished with your speech. You might finalize the adaptation by discussing the benefits of listening to the speech and explaining what you think audience members can do with the information