



Speech Planning Worksheet

1. Start by writing your main idea at the top.
2. Use the worksheet below to fill in your ideas for your speech.
3. Practice your speech by reading out loud and/ or with a friend.

Main Idea: Capture the intent of your speech in one sentence to start off your planning.		
Introduction	Who you are/ who you are advocating on behalf of.	
	Summary of your main idea	
Body Use the point boxes to break-down the issues, suggest some solutions and provide some interesting stats..	Point 1	
	Point 2	
	Point 3	
	Point 4	
Conclusion	Summary of your main points	
	Call to action: What are the next steps you would like your audience to take	