

What is a SPEECH?

People give SPEECHES just about anywhere. You'll often hear people giving speeches about certain topics or issues on television, at conferences, in parliament, and at protest rallies. The kind of speech you've been asked to give is an *explanatory speech*. In this type of speech, you're not trying to persuade the listener that Wet Tropics World Heritage listing is a good thing, for instance. Rather you're trying to *give reasons* for Wet Tropics World Heritage listing – *why did it occur and how did it happen*. Follow the speech structure below:

Introduction
Body
Conclusion

1. Explanatory speeches start with an INTRODUCTION:

- *Introduce* yourself
- Let the listener know *what* you'll be talking about
- Help the listener understand by giving *definitions* of important key word (like World Heritage, timber industry)
- Briefly *summarise* the major points of the rest of your speech.

2. Explanatory speeches include a BODY:

- *Elaborate* on each of the major points you brought up in the INTRODUCTION by including the 5Ws (Who, What, When, Where, Why) so that listeners know about each major point in greater detail
- Go through each point *chronologically*. This means that you talk about things or events in the order they happened
- Include things like *statistics* and *quotes* to help reinforce the points you're making.
- Give *examples* so that listeners can have important points made clearer to them.

3. Explanatory speeches include a CONCLUSION:

- *Re-state* the major points of your speech
- Ask your listeners if they have any *questions* or would like any points clarified
- *Thank* your audience for their attendance.

Hints

- Speaking in public is scary for some people. Give yourself lots of practices, on your friends, family and with your teacher.
- Make use of palm cards to give you cues in case you forget what you were going to say. Make sure they fit in your palm.
- Use visual aids like maps, overhead transparencies and diagrams to better explain the points you are making.