**Informative Speech Guidelines**

**Due May27**

[**Informative Speaking Outlining Lecture1.mp4**](https://eagleonline.hccs.edu/courses/162137/files/28301049/download?wrap=1)[**download**](https://eagleonline.hccs.edu/courses/162137/files/28301049/download?download_frd=1)[**Play media comment.**](https://eagleonline.hccs.edu/courses/162137/assignments/2881821)

[**Informative Speech Outlining-1.mp4**](https://eagleonline.hccs.edu/courses/162137/files/28301064/download?wrap=1)[**download**](https://eagleonline.hccs.edu/courses/162137/files/28301064/download?download_frd=1)[**Play media comment.**](https://eagleonline.hccs.edu/courses/162137/assignments/2881821)

Hello Scholars, we are about to embark on the learning process of delivering a strong informative speech. Here are the guidelines for submitting your speech.

**Assignment Overview:**

1. **All topics must be approved by my professor**
2. Prepare and deliver a 3-6 minute informative speech.
3. A minimum of five (5) different academic sources must be used for this speech.
4. A full sentence outline **(NO ESSAYS)** will be turned in with your speech **on the scheduled due date**. Please include a bibliography (Work Cited/Reference Page) on a separate page using the correct APA style.
5. **You must incorporate visual aids in your speech for a live presentation.** Visual Aids can include, but are not limited to:
   * **PowerPoint**/Prezi/Google Slides, etc.…(use powerpoint)
   * Pictures
6. If you have any questions or concerns, please feel free to message me

**Uploading the video instructions:**

1. You are to upload a video (via Youtube; do**not make it private** )  for delivering your speech. The need for an audience will not be required for this assignment.
2. You will need to make sure that your turn in your full-sentence outline and your reference page (i.e., work cited or bibliography).
3. You will also upload your PowerPoint presentation, as well. I am limiting the presentation package to PowerPoint to ensure that all assignments are accessible.

**Peer Reviews:**

1. You will need to complete all three (3) to receive your participation points (10 points). Peer Reviews are randomly assigned via Canvas Automation.
2. Peer reviews are constructive critiques discussing what the presenter did well, what they could have done better, what you wished they could have covered.
3. Your randomly assigned peer reviews will only show up on your To-Do List once all required assignment components have been completed and uploaded.

**Informative Speech Rubric (4)**

| Informative Speech Rubric (4) | |
| --- | --- |
| **Criteria** | **Ratings** |
| This criterion is linked to a Learning Outcome Introduction  Attention-Getter: Involves the audience, creates information hunger. Exciting. Appropriate and related to the speech Thesis: Sets the tone and direction for the speech, expressed in complete sentences. Truly explains what the speech is about. Preview: Clearly and comprehensively states the 3-5 main points and is briefly developed. Interest: Dramatic interest in the topic is displayed; the audience understands the significance of the topic to their lives; adapted to the audience. |  |
| This criterion is linked to a Learning OutcomeBody  Main Points: Points are introduced well and strongly stated. Sub points: Two (2) or more sub-points are used to fully develop the main points – providing definitions, explanations, examples, illustrations, anecdotes, analogies, statistics, etc. Sources: Sources are cited in an effective manner, giving proper credit to the authors and establishing credibility, reflecting research conducted. Transitions: Transitions are used artfully between each section and main points of the speech. Internal summaries and previews are used to help guide the audience through the speech. The “flow” is good. Visual Aids: Effective and appropriate use of visual aids; added to speech. |  |
| This criterion is linked to a Learning OutcomeConclusion  Review: Clearly and comprehensively summarizes the main points, reminding the audience of their importance (without completely restating the main points). Restate Thesis: Rested with impact to fully remind the audience of the content of the speech. Residual Message: Brings the speech to closure, referring back to attention-getter and meaningfully reinforcing the thesis. |  |
| This criterion is linked to a Learning OutcomeBody Language  Eye Contact: Eye contact is made with each and every member of the audience. Eye contact is flowing, rather than static. Impression management: Manner (language) is respectful, considerate, and appropriate to the audience. Appearance (attire) is appropriate or coordinated with the presentation. Setting (environment) has been considered – placement of objects, visual aids, etc., Gestures – not distracting, adds to the speech, no manipulators present. Posture – upright stance, “shoulder” or “happy” feet. Movement – not distracting and keeps the audience involved; casual and comfortable. |  |
| This criterion is linked to a Learning OutcomeVoice  Voice. Delivery: Extemporaneous delivery, only subtly using notes for specific details. The speech is delivered in a casual manner. Volume – the voice is projected so that the entire audience can easily hear. Rate – the speaker is using a normal, casual rate of delivery. Pitch – at a normal conversational level, with a normal drop at end of sentences (not rising pitch). Vocal Variety: Casual raising and lowering of voice to provide for emphasis; not monotone. Keeps the audience interested and involved. Dis-fluencies & Articulation: Lack of distracting vocal mannerisms (uh, Uhm, like, you know, basically, etc.) and pronunciation of words enhances understanding. Flow & Breathing: Speech flows from beginning to end without any choppiness or excessive pauses. Normal breathing allows for unencumbered speech. |  |
| This criterion is linked to a Learning OutcomeFull Sentence Outline/Works Cited  Full Sentence Outline: Complete sentences, typed and correct use of outline formatting. Complete typed work cited page(s) in APA format. |  |