

# Speech Boot Camp

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Trainee Materials

Sample

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# Speech Boot Camp

# Schedule

Welcome to Speech Boot Camp where you will run through some heavy paces to strengthen your speech skills. Led by Andrew Pudewa, director of the Institute for Excellence in Writing, this boot camp will take you through four basic speech types to prepare you for speech assignments in the future.

In a boot camp, you have the opportunity to spend a short period of time working hard with a single focus—in this case, speech. The classes you will be watching on the DVD were a true boot camp. Those students met for three hours twice a week and only had a day or two to prepare and practice their speeches. However, since most families would find it hard to devote two solid weeks to speech, this set of lessons will spread the experience over eleven sessions. Your facilitator might add a twelfth week where you can have a party and give your best speech of the class again. You will still work hard and have a pretty solid focus on speech during this time, but you will likely have a little free time at your disposal.

When you are done, we hope that you will pursue further speech opportunities by pursuing more training, participating in speech and debate, or entering a few speech contests. Whatever you do, this course will help you develop a critical skill for life: the ability to prepare for and speak to a group of people. So put on your mental field boots and let's get going to Speech Boot Camp.

Session	Boot Camp Class	Homework
1	Learn the basics of how to give speeches and evaluate them.	Prepare a self-introduction speech.
2	Give a self-introduction speech.	Review feedback on your speech.
3	Discover how to prepare a narrative speech.	Prepare an outline for a narrative speech.
4	Learn how to improve a narrative speech.	Polish and practice your narrative speech.
5	Give your Narrative Speech.	Review feedback on your speech.
6	Learn how to write a descriptive speech.	Prepare an outline for a descriptive speech.
7	Learn how to polish your descriptive speech.	Polish and practice your descriptive speech.
8	Give your descriptive speech.	Review feedback on your speech.
9	Learn how to write a persuasive speech.	Prepare an outline for a persuasive speech.
10	Meet a vocal coach, do some exercises, and discover some of the science of persuasion.	Polish and practice your persuasive speech.
11	Give your persuasive speech.	Review feedback on your speech.
12	Optional Speech Event	You are done!

## Session 1

## Delivery and Self-Introduction Speech

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*Welcome to Speech Boot Camp! Use this page to take notes as you watch the DVD.*

### **Notes on Delivery**

Volume

Speed

Accuracy

Posture

Eye contact

Enunciation

Demeanor

Structure

Smile

Vocabulary

Energy

Attire

Interaction

Persuasiveness

**Poise**

**Locution  
(Elocution)**

**Eye Contact**

**Persuasiveness**

### SESSION 1: SPEAKER EVALUATION

It takes practice to evaluate speeches as you listen to them. Use these forms to evaluate the students giving speeches on the DVD.

Be sure to practice giving respect to speakers even when they are on a video. Thus, listen attentively to the speeches and evaluate those students just as if they were in the room with you. Practice makes permanent!

**Poise:** How confident or relaxed does the speaker seem? Does the speaker move and use gestures appropriately? How is his posture?

**Locution:** Did the speaker pronounce things clearly? Are there points of emphasis? Is the tone and volume adequate?

**Eye contact:** Did the speaker look up from his notes? Did he/she look at you? Did he seem to look at the whole room or just one place?

**Content:** Was the speaker prepared? Was there a good opening and closing? Did the topics seem appropriate to the speech?

### SPEAKER EVALUATION FORM

Speaker Name **Stevie (first student)**  
Speech **Self-Introduction**

Poise \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Locution \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Eye Contact \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Content (Persuasiveness) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_  
\_\_\_\_\_

### SPEAKER EVALUATION FORM

Speaker Name **Alexa (second student)**  
Speech **Self-Introduction**

Poise \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Locution \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Eye Contact \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Content (Persuasiveness) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_  
\_\_\_\_\_

### SPEAKER EVALUATION FORM

Speaker Name **Elaina (third student)**  
Speech **Self-Introduction**

Poise \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Locution \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Eye Contact \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Content (Persuasiveness) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_  
\_\_\_\_\_

## **Session 1: Homework**

## **Prepare a Self-Introduction Speech**

You will now write your own self-introduction speech. Do not write out the speech. Instead, create an outline. This speech should be 4–5 minutes long. Since most people speak about 100 words per minute, you will need about 500 words for this speech. That translates to a five-paragraph essay.

An outline of Stevie's speech is on the next page to show you how he might have outlined his speech. His is not the perfect speech, so do not feel like you need to follow his model exactly.

A Self-Introduction Speech Outline template, which you can use to outline your speech, is on the two pages after Stevie's outline.

To prepare your speech, simply complete the following steps.

### **Step 1: Think up topics**

Brainstorm topics about yourself (family, hobbies, travels, interests, jobs, classes you like, books you have read, career goals, etc.). Choose 3–4 topics.

### **Step 2: Create an outline**

Ask your brain questions about the topics (who, what, where, when, why, how, to what extent) and prepare 7–9 details to go with each topic. You can use the template on the page after Stevie's outline to organize your speech.

### **Step 3: Create a conclusion**

Restate your topics. Decide which of them is most important to you, and explain why. Decide how to end your speech with a bang.

### **Step 4: Create an introduction**

A dramatic opener is helpful to get your audience's attention. It can be a quote, question, or interesting fact. A joke works as well. Then outline some background information (name, age, general interest items) and list the three or four topics you have chosen.

### **Step 5: Write or type the outline**

Write or type your outline in large enough type so you can read it easily. Have lots of bullet points. If you have long lines of text, you will lose your place! You can use more than one sheet of paper if you need to. Do not write out your speech as you would give it—only make an outline.

### **Step 5: Practice!**

Practice giving your speech. Use a kitchen timer to time your speech. It should be 4–5 minutes long. If your speech is too long, you will need to leave some things out. If your speech is too short (more common), you will likely need to speak more slowly and flesh out some of your topics a bit more.

### **Step 6: Polish your speech**

Look at your notes on delivery and think about how you can use that information to better your speech. Check your pacing (where to slow it down or speed it up), gestures, and practice smiling as you give your speech.

### **Step 7: Give your speech**

Bring your notes to class next time and be prepared to give your speech!

#### **Write Down Possible Topics**

(You will need three or four topics for your speech, but try to come up with more so you have some to choose from!)

## Session 1

## Stevie's Self-Introduction Speech Outline

### Dramatic Opener:

Adolf Hitler "If you make the lie big enough, they'll believe it."  
Lie joke

*Stevie used a quote for the dramatic opener, and he made a joke about it as well. Other dramatic openers can be a question, or some unusual fact about yourself or family.*

### I. Introduction

1. Steve S..., first (dad), second (great uncle), last (family name)
2. Birth date
3. Siblings/ages
4. Nieces/ages
5. Topics: Education, activities, friends and family, faith

### II. Topic A: Education

1. Homeschooled since 4, Mom phonograms
2. Reading—Favorite books:
  - a. *R/F of 3<sup>rd</sup> Reich* by William L. Shirer
  - b. Agatha Christie's Hercule Poirot mysteries
  - c. *Out of the Silent Planet* by CS Lewis
  - d. *Rise of the Roman Republic*
3. Father retired, teacher
4. Math, navigation (sailboat), geography
5. Science, Shakespeare, Latin, music
6. Youth symphony
7. College: mechanics, law, medicine

*Stevie's speech had many details that he sped through. You might want to have fewer details but spend more time explaining them.*

*For example, he could have explained why he likes Agatha Christie, or he could have said more about what he saw at Yellowstone or how he learned to ski.*

*You don't need to outline the explanation. Just put "explain" next to the point to remind you to say a few more things there.*

### III. Topic B: Activities

1. Swimming w/ Joey
2. Biking beach
3. Yearly skiing in N. Calif
4. Sightseeing across US
5. Glacier NP, Mt. Rushmore, Yellowstone
6. Oct—Wash DC/Patrick Henry College
7. Capital

*This outline is in too small a font! It should be much larger and cover two pages to be useful.*

### IV. Topic C: Friends & Family

1. Legos, boogie boarding, making movies, playing Wii
2. Trip MN, cousin Jim—stories
3. Yacht club, Snuffy's—delicious!!

### V. Topic D: Faith

1. Grow
2. Control temper
3. Witness
4. Theology books: Grudem *Systematic Theology*, CS Lewis

*Stevie remembered to restate his topics. He briefly revisited his opener (although he could have left that for the end of his speech). He decided to use a Bible verse for his strong concluding statement. He could have given a personal thought or life's goal instead as his strong conclusion.*

### VI. Conclusion

1. Not lies! Truth
2. Grow in faith all life
3. Cont. education—college
4. Enjoy family, thanks!
5. Most Important: Faith—Matthew 6:19–21 Do not store up for yourselves treasures on earth, where moth and rust destroy, and where thieves break in and steal. But store up for yourselves treasures in heaven, where moth and rust do not destroy, and where thieves do not break in and steal. For where your treasure is, there your heart will be also.

## ***My Self-Introduction Speech Outline***

### **Introduction**

Dramatic Opener: \_\_\_\_\_

Background Information (name, age, family, where live....):

State 3-4 topics: \_\_\_\_\_

**Topic A** \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

**Topic B** \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

**Topic C** \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

**Topic D (Optional)** \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

### **Conclusion**

Restate topics: \_\_\_\_\_

\_\_\_\_\_

Most important/why: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Strong Ending (reference opener?) \_\_\_\_\_

\_\_\_\_\_



## Session 2

## Self-Introduction Speech Feedback Homework

Now that you have given your first speech (the hardest one!) and received feedback, it is time to review how it went. Read through your feedback forms and take notes using the outline below regarding what you did well and what needed improvement. Include your own ideas from your memory of how your speech went.

Decide on one thing that you did best of all, and also decide on one thing that you would like to work on for your next speech.

### I. What I did well:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

The best thing I did: \_\_\_\_\_  
\_\_\_\_\_

### II. What I could improve on:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

The one thing I want to work on: \_\_\_\_\_  
\_\_\_\_\_