

### Exercise (12)

**Use this questionnaire together with the body of your speech to outline your conclusion:**

1. Thesis: What did I hope to prove? What goal was I aiming at?  
Main points: What pieces of evidence did I use, or what steps did I take to reach my conclusion? (Summarize the points in one sentence each.)
2. Closure: What did I accomplish in this speech?
3. What conclusion can I draw? What skill have I taught, or what opinion have I proven?
4. Action: What practical application does this information offer? How do I use it in my own life? Why will it matter to my audience?