

## Exercise (2)

### 1. Use this questionnaire to outline your presentation:

1). What is the main purpose of this speech occasion? How does this purpose influence what I will say?

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2). What is my time limit?

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3). Who is my audience?

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4. What is the occasion?

- Honorific (honoring someone; skip to question 9)
- Memorial (eulogizing someone; skip to question 9)
- Introductory (introducing someone; skip to question 9)
- Classroom meeting
- Confrontation
- Group presentation

5. If my audience will be several groups of opponents, which group will I focus on?

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6. What is my thesis?

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7. What aspect of my thesis will I expound in detail?

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8. What illustrations and examples will I provide? (Skip questions 9–10.)

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9. What story can I relate that is pertinent to the occasion?

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10. What is the one thing I want my audience to remember about this occasion?

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