

### Exercise (9)

**Use this basic structure as a starting point to create an outline from your research notes:**

- I. Introduction
  - A. Who am I? Why am I speaking?
  - B. What will I speak about?
  - C. What will the audience learn or gain from my presentation? Or what opinion do I intend to prove?
- II. Point 1: The first step, piece of evidence, or important fact
  - A. Details on this point
  - B. Examples of this point
  - C. Why this point is important to the overall topic
- III. Point 2: The second step, piece of evidence, or important fact
  - A. Details on this point
  - B. Examples of this point
  - C. Why this point is important to the overall topic
- IV. Point 3: The third step, piece of evidence, or important fact
  - A. Details on this point
  - B. Examples of this point
  - C. Why this point is important to the overall topic
- V. Conclusion
  - A. Summarize the main points
  - B. Summarize how the points taught the skill, proved the thesis, or demonstrated the facts
  - C. Draw a conclusion that is applicable to your audience