

Expository Speech

The purpose of an expository (informative) speech is to describe, clarify, explain and/or define an object, idea, concept, social institution or process.

Time Limit: 7 min. maximum

An expository speech is an informative speech that explains an idea, process, or theory. It should be delivered extemporaneously (memorized), with or without the use of a 4 x 6 note card. Visual and/or audio aids are permitted. Visual aids may not include an outline of the speech, and any labeling and/or titling should be concise and assist in the demonstration of the idea, process, or theory.

Investigate Your Expository Speech Topic

Make a full investigation on the subject you have chosen and work on your credibility. Provide background and definitions of terms that are appropriate, because sometimes your audience doesn't know anything about your topic. Seek reliable sources for facts, evidence, statistics, examples and quotations. These questions will help you in the right direction:

What are different aspects of my topic?

Can I add a new twist to common speech topics?

Are there new trends?

Who is affected by my topic? How many people? And how are they affected?

What ideas, stories, opinions, information and knowledge didn't my listeners previously know?

Which of my personal experiences will motivate them to want to know more? How did I do it? And why?

If I was in the audience, and I didn't know anything about the topic, what would interest me the most?

Basic Outline of a Speech

I. Introduction

- A. Attention Getter
- B. Significance
- C. Credibility
- D. Thesis Statement
- E. Preview
- F. Transition into your first main point

II. The Main Body

- A. First main point
 - 1. First sub-point and supporting material
 - 2. Transition closing off main point one and opening main point two
- B. Second main point
 - 1. First sub-point of this section and supporting material
 - 2. Second sub-point and supporting material
 - 3. Transition closing off main point two and opening main point three
- C. Third main point
 - 1. First sub-point of this section and supporting material
 - 2. Transition into closing

III. Conclusion

- A. Review of main points
- B. Final statement – should also link back to Intro.

Helpful Hints

- Make sure your attention getter relates to the speech and really grabs your audience.
- What is the significance of this speech? Why should we be listening to you about this topic?
- Make sure your transitions link nicely together.
- MEMORIZE!!! – An easy way to memorize is to break your speech up on note cards and memorize it in sections. **Practice. Practice. Practice. Practice. Practice.**
- DELIVERY!!! – Think about keeping the audiences attention the entire time.