

Planning a talk

Plan the opening, the point and the practice.



NAME _____ CLASS _____ DATE _____

LEARNING GOAL

Plan a short talk that opens well, makes a case and ends with purpose.

SUCCESS CRITERIA

- ☐ I can choose a hook that suits my audience.
- ☐ I can say my main point in one sentence.
- ☐ I can plan how I will practise.

1

Motion and audience

A motion is the statement you argue for or against. Put it in your own words.

MY MOTION

AUDIENCE

THEY CARE ABOUT

I speak for _____ minutes, then _____ for questions.

TIME SLOT

2

Choose your hook

Tick one

WORKED EXAMPLE

Motion: **School should start at 10 a.m.**¹

Type: question. "Who has read the same line three times because you were too tired?"

☐ **Question** to think about

☐ **Short story** in a few lines

☐ **Surprising fact** you can check

☐ **Bold claim** to challenge

MY HOOK

3

The one thing

One short, clear sentence.

I WANT THEM TO REMEMBER

Model argument

See how the parts fit before you build your own on page 2. The motion is invented for this sheet.

CLAIM

Starting later could give students a better chance to concentrate.

EVIDENCE

Some students say the first lesson is the hardest to follow.

SO WHAT?

I would ask the audience to think about what they can take in early in the day, and whether a later start might help.

Rehearsal checklist

Tick each one when it is done.

☐ Practised aloud, not just in my head

☐ Notes on cards, not whole paragraphs

☐ Timed with a clock or phone

☐ Eye contact points marked on my notes

¹ Invented for this sheet. The examples show how a talk is built and make no claims about real research.



01

Your strongest point.

Claim: *what you say.*

Evidence: *an example or fact. So what? why it matters.*

CLAIM

EVIDENCE

SO WHAT?

02

Add a different kind of evidence.

CLAIM

EVIDENCE

SO WHAT?

03

End on a point that links to your hook.

CLAIM

EVIDENCE

SO WHAT?

VS

Counter-argument. Take the other side seriously, then reply.

SOMEONE
MIGHT SAY

MY REPLY

end

Conclusion. Call back to your hook.

CALL BACK

IN ONE
SENTENCE

CLOSING
LINE