**PLEASE READ THIS FIRST PAGE CAREFULLY. IT SHOULD BE DELETED WHEN YOU SUBMIT YOUR OUTLINE FOR GRADING.**

**General Rationale**

This document contains the template for the preparation outline, which is required for your formal speaking assignments in this course. This document is intended to guide you and save you time in formatting your assignment correctly. Please use this template to create your outlines, paying careful attention to the expectations required for your assignment.

**General Writing Style**

1. The entire outline, including the thesis statement, should be written in complete sentences.
2. The *general purpose* should be one of the four generally identified: to inform, to persuade, to entertain, or to commemorate.
3. The *specific purpose* should be written as a more detailed infinitive phrase. (An infinitive phrase begins with *to* added to a verb and an object. Here is an example: “To apply for a scholarship.”)
4. Questions should not appear on the outline; instead, you should use the space to answer such questions or to explain the reasoning behind your inquiry. You do not want to leave your professor doubting whether you know your material. You may, however, ask questions when you actually deliver the presentation.
5. When using research for subpoints and sub-subpoints, you should write enough of your interpretation of what the point means to demonstrate to your professor your understanding of the source. Use parenthetical citations to indicate which reference items reinforce materials.
6. Every item on the references list should be cited parenthetically in the outline at least once.

**What Should and Should Not Be Changed**

The general formatting for the outline template is correct, though please do the following:

* Fill in all the top heading information (e.g., *Name, Professor,…Thesis statement) without* removing any of the italicized labels. This is necessary information for your audience (your professor).
* Fill in all the outline information (e.g., *Introduction, Attention-getter, Transition, etc.) without* removing any of the italicized labels. Those are signals to you and your professor.
* Eliminate any prompts that are in brackets by typing over them (e.g., Main point, Subpoint, Summary, etc.).
* Do not forget the references page and corresponding parenthetical citations in the appropriate subpoint and sub-subpoint places on the outline. Several samples are provided to show you how to format this page. Replace the references of that sample with your own relevant references. If research is not required for the presentation, eliminate that page.
* Put your presentation title on the second page header where it prompts you.
* Eliminate this instructions page entirely once you have read it so that the document begins with the top heading information.
* Save your file with the following convention: First Last SPCH 275 Week # Assignment Outline.

**Final Note**: You should not assume that this particular template shows you exactly how many main points, subpoints, and sub-subpoints you should use. Every formal outline has its distinct number of main points and subordinate points. The number of those points depends on your speech topic, its content, and your development. Thus your outline will vary from what you've been given here. The traditional alphanumeric system of a formal outline, however, does not change and should be followed.

*Name(s):* Click here to enter text.

*Professor:* Click here to enter text.

*Assignment:* Click here to enter text.

*Title of Presentation:* Click here to enter text.

*Date:*  Click here to enter text.

*General Purpose:* Click here to enter text.

*Specific Purpose:* Click here to enter text.

*Thesis Statement:* Click here to enter text.

I. ***Introduction***

A. *Attention-getter*: Young, brave, idealistic. Frightened, stressed, traumatized. How do we as a nation deal with

B. *Relevance statement:* [start here]

C. *Credibility statement:* [start here]

D. *Thesis statement:* [start here]

E. *Preview statement:* [start here]

*Transition: [start here—keep the green text to have the visual distinction]*

II. ***Body***

1. [Main point]

1. [Subpoint]

a. [Sub-subpoint]

b. [Sub-subpoint]

2. [Subpoint]

*Transition: [start here]*

1. [Main point]

1. [Subpoint]

2. [Subpoint]

a. [Sub-subpoint]

b. [Sub-subpoint]

*Transition: [start here]*

1. [Main point]

1. [Subpoint]

2. [Subpoint]

3. [Subpoint]

a. [Sub-subpoint]

b. [Sub-subpoint]

*Transition: [start here]*

III. ***Conclusion***

1. [Summary of main points]
2. [Action statement (only for persuasive speeches)]
3. [Memorable close]

**References**

NCA credo for ethical communication. (1999). National Communication Association Legislative Council. Retrieved February 27, 2014 from <https://www.natcom.org/uploadedFiles/About_NCA/Leadership_and_Governance/Public_Policy_Platform/PDF-PolicyPlatform-NCA_Credo_for_Ethical_Communication.pdf>.

Simonds, C., Hunt, S. & Simonds, B. (2010). *Public speaking: Prepare, present, participate.* Boston, MA: Allyn & Bacon.

Speech for

Jasonja Kellam

Military Veterans and Suicide: Care for those that cared for you

Young, brave, idealistic. Frightened, stressed, traumatized. How do we as a nation deal with a very serious, growing issue facing all of us? I am a military veteran and I have very personal experience of the hell that is war. I also have personal experience of what it’s like to live through the trauma of training and facing action and then upon returning home experiencing the very real issues of depression, post-traumatic stress disorder, and thoughts of suicide. Some of my fellow veterans just **think** of suicide. Too many of them have acted on those thoughts and what is even more disturbing is that the instance of suicide among female veterans is growing exponentially. In this era of rampant information sharing, we must find a way to come together and get the word out about this dire emergency, familiarize ourselves with its cause, its symptoms, and discuss and act upon what can be done to serve veterans in such a way that they…. **WE** find the means to heal and not hemorrhage from the effects of our service. We joined the military to honor and serve our country. Upon our return we need to know that our country is there to serve us when we need that helping hand.

Award winning author, the late Walter Dean Myers said, “One of the lessons learned during the Vietnam War was the depiction of wounded soldiers, of coffins stacked higher than their living guards, had a negative effect on the viewing public. The military in Iraq banned the photographing of wounded soldiers and coffins, thus **sanitizing** this terrible and bloody conflict.” Ladies and gentlemen, just because you don’t see something doesn’t mean it doesn’t exist. Just because you can’t see the pain and depression searing through your sister, your cousin, your next-door neighbor or your friend who served to defend this country doesn’t mean they are not in a silent, private, unspeakable trap of agony. The citizens of this country can no longer afford to be naïve and ignorant of the backlash of damage that comes with serving in the military. We need to unite as one people to find the ways to support the healing process in our veterans.

The causes of this issue are obvious. The remedies are within reach. I may be oversimplifying, but I stand here in front of you as a person with experience, possibly too much, too real experience, and I say to you, **people must care**. People need to care about those who serve in the military and they need to care about what happens to us after we are discharged. During training and deployment, we experience a full spectrum of stress, horror, unbearable pressure, unpredictable, brutal conditions, impossible physical challenges, probable injury, and all sorts of other proverbial land mines cocked to blow up in our faces. Live with that in a foreign country where you have no peace; no rest and you can’t tell the difference between an enemy or a friend… or **ANOTHER** enemy, and a person can easily lose his or her personal compass. A soldier’s very foundation is rocked throughout his or her tenure, and upon returning to “normal” life we face the harsh reality that **there is no “normal**.”

Much has been made of the recent statistic that was cited that “22 veterans a day commit suicide.” Now people are refuting that statement, but you **KNOW** what? **NO** veterans should die every day!! Neither should any civilians! This is not up for discussion or debate!! Do people **REALLY** think that if **LESS** than 22 veterans kill themselves per day that’s acceptable? **NO**!! It’s not! If we can find the resources to fund military operations, this country needs to develop systems and mental health programs to work in earnest to rehabilitate veterans returning from their tours of duty. We are seeing too many catastrophes involving suicide throughout this country and something must be done to stop this epidemic. People need to be educated. Friends, family, neighbors and loved ones must be vigilant. We must be taught the warning signs to watch for and we must watch for them-in each other and in **OURSELVES**. Veterans need to have access to programs, professionals and organizations that make a concentrated effort to provide much needed attention to those who paid attention for their fellow Americans. I urge each one of you to take the time to do the research, familiarize yourselves with the issues, and see what it is that **you** can do to help stop the onslaught of military veteran suicide. Remember…. just because we can’t necessarily see it doesn’t mean the problem doesn’t exist. I thank you for taking the time to listen and learn about this.

(**Note: Although I used the template attachment to write this speech, I wrote separately below the formatting so that your delivery of the speech would flow more smoothly. (Also the formatting was challenging and it’s been difficult to maintain the proper spacing- I hope this looks okay when you get it. Notes stated this speech would be extemporaneous so I would think you want this to flow naturally. If you need to have it in the above format, all you need is in this document and you can cut and paste the sentences into the areas above. Thank you and good luck. Helene)**