

1. To what size group will the speech be delivered?

Large (100+ people), Medium (50 to 100 people), Small (25 to 50 people), Intimate (1 to 25 people)

- Large

2. The speech will be delivered to a group made up of mostly?

(Family, Friends, Colleagues, Business Associates, Employees, Clients, Media, Invited Guests, Crowd, Specific Ethnic Group, Children, Congregation, Teenagers, or other)

- Congregation, fellow graduates, and crowd

3. Where will the event be held?

- Auditorium

4. What kind of speech do you want?

(Funny, Sentimental Heartwarming, Informative, Informative, Poetic, Serious, Dramatic, Story telling, Professional presentation, Combination of one or more styles)

- Sentimental and Heartwarming

5. Is there a key person(s) to whom the speech will be given? Tell us their name(s) and a little about his/her personality.

- No

6. Please share information about events or memories you have together that you would like mentioned in the speech.

- None

7. What do you want your audience to think or feel as a result of experiencing your presentation?

- Accomplished, encouraged, and inspired

8. Is there an action that you would like your audience to take as a result of experiencing your presentation?

- No

9. What is your deadline for delivering the speech?

- Monday

10. Finally, please provide your speechwriter with any additional information you would like to have included in your speech. Include all information you feel is essential to your speech.

- Speech delivered to audience comprised of parents, fellow high school graduates, family, district office staff and teachers of 75-100 persons
- Given by female Valedictorian to audience maximum 10 minutes in length
- Include inspirational quotes from reputable persons