

{Body Organization of a Speech}

Think about the body of a speech as the guts of the speech. Speakers should provide specific answers to the questions/ideas in the introduction; especially, giving specific support for the thesis.

Consider the following organizational methods:

- ✓ **Chronological:** tracing a process, story, history, or movement from its early to its later stages. **For instance**, the process of making cakes follows a timely order. Shopping for necessary materials, preparing those materials to use, mixing/using the materials, baking, and decorating should be explained as the order of making the cake.
- ✓ **Problem-solution:** specifying and elaborating the nature and extent of a problem or issue, and then presenting a proposed approach to managing that problem or issue. **For example**, if overweight is the problem presented to the audience, and then several solutions to solve the problem of overweight should be demonstrated. Solutions could be various, such as certain types of exercise, a scientific diet, and so on.
- ✓ **Cause- effect:** to analyze a process, story, history, or even by identifying its causes and the outcomes or effects. How to present the causes and the effects is depending on the speaker; the order should be serving speaker's favor. **For instance**, a speaker is trying to give a speech of what affect students' grades in school. The speaker could start with the effects, some consequences of having bad grades. Then, the speaker can display the factors that could affect students' grades, such as sleeping quality, attention in class, homework, office hours...

- ✓ **Topical: to separate basic themes of a given topic.** For example, the problem of anthropogenic climate change might be discussed in regard to private sector, public sector, and social or personal approaches to dealing with the crisis.
- ✓ **Criterion focused: this approach identifies the ideals or objectives that specify what the best solution would need to achieve, and then identifies an approach that best meets those objectives.** For instance, a speaker might identify the criteria of (1) the most easily adopted, (2) fastest, and (3) least economically disruptive approaches to managing climate change, and then argue that a particular approach (e.g. carbon capture and cap-and-trade) is the most ideal approach to meeting those criteria.

Be strategic and thoughtful. Consider the perspective of the audience and try to organize the body in a way that will make listening easier for them.