

Senior Parents,

Your student's final written speech is due on Wednesday, April 3! Please take some time and help them review and revise their speech before they turn in their final draft. Please complete the following checklist with your student, sign below, and return this paper with your student's final written speech.

Part 1 – Read, review, revise!

See the written guidelines worksheet on Weebly (Q4, Wk1). This outlines all of the necessary elements of the speech. Keep in mind that the paper should be written as they will speak it, so they may use first person and they will speak their citations rather than cite them according to MLA formatting guidelines. When your student turns in his/her paper, it should be "annotated" with all of the necessary elements (it should be very colorful!). See the written guidelines worksheet for details.

Part 2 – Read, time, repeat!

The final speech needs to be between 18-20 minutes. This will NOT happen without practice!! Students should start reading and timing now. Before they turn in their final paper, they need to know that it will be long enough (and not too long). They should read their paper aloud to you several times to determine the approximate length. It would also be helpful for you to record them so they can see/hear themselves. This helps to listen for informal language or any verbal distractions they may not be aware of! When they practice, have them stand up and start to think about their delivery. Keep in mind that if they are slightly over 20 minutes with the full written speech, that is ok, as their time will adjust when they start delivering from an outline!

Speech practice #1 – time: _____ minutes

Speech practice #2 – time: _____ minutes

Speech practice #3 – time: _____ minutes

After a considerable amount of review, revision and practice they should have a final product they are proud of! Please sign below to let me know you have gone over their speech with them and they are ready to show me their final speech.

Parent signature: _____

Student signature: _____

Students – remember to upload your final written speech (with the intro, SOF, partio and first 2 proofs revised) to Dropbox, and this paper – signed by your parents (you can email this to me or bring a hard copy on Monday). You also need to upload a copy of your full written speech to Turnitin!