A Checklist for Revising Drafts of Your Persuasive Speech

      Does the introduction let the audience know what the topic is, why the topic is of some importance, and what your thesis is?

      Are the terms clearly defined?

      Are the assumptions likely to be shared by your readers? If not, are they reasonably argued rather than merely asserted?

      Does the speech summarize other views fairly, and grant that they have some merit, at least in some contexts?

      Are the facts verifiable? Is the evidence reliable?

      Is the reasoning sound?

      Are the authorities really authorities on this matter?

      Are quotations no longer than they need to be, are they introduced with useful lead-ins; and do they provide clear support?

      Are all of the substantial counterarguments recognized and effectively responded to?

      Is the organization effective? Does the speech begin interestingly, keep the thesis in view, and end interestingly?

      Is the tone appropriate?  (Avoid sarcasm, present yourself as fair-minded, and assume that people who hold views opposed to yours are also fair-minded.)

Delivery:

     Was the speaker dressed professionally?

Was the body language appropriate? Were the hands appropriately used? Was the speaker’s posture appropriate? Were they leaning on the podium? Were hands in pockets?

     Was the speaker’s voice flexible? Or were they monotone? Were they loud enough? Or were they difficult to hear?

     Was the manner direct? Were they enthusiastic? Did they appear assured of themselves and their content?

Does the speaker avoid logical fallacies such as:

      Beginning the question

      Ad populum

      Ad hominem

      Ad vericundium

     Straw man

     Nonsequitur

     False analogy

     Post hoc

      Hasty/sweeping/over generalization

     False analogy

     Non-sequitur logic

     Either-or reasoning

     4-5 minutes: Was the speech between 4-5 minutes in length?  Remember, you will be cut off after 5 minutes and 30 seconds.