Sample Preparation Outline

name:				
Subject/Topic:			8	
General Purpose:				
Specific Purpose:		•		
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Introduction (a brief par	agraph that inclu	udes thesis):		
				
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Transition Statement:				
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1.	Topic	:#1		
	•	Subtopic		
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		Subtopic		
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Transition	n State	ment: <u>· </u>		
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	Topic	#2		
	•	Subtopic		
	•	Subtopic		·
	9	Subtopic		

Body/ Middle:

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111.	Topic #3	
	Subtopic	
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-	Topic #4	
-	Topic #4 • Subtopic	

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information)	Closing (Should be a su	mmary of the b	ody do NOT	aaa q
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ALWAYS REMEMBER:

PROPER PREPARATION PREVENTS POOR PERFORMANCE