

Name _____ **Adapting Speech**



Adapting Speech

Who will you be speaking to? Circle all that apply.

friends peers superiors subordinates strangers

What does this audience expect you to talk about?

What demographic information do you have about your audience (i.e., age, gender, education, experience with topic, etc.)?

What kind of information does your audience need to know about this topic?

general details specific data other

Explain: _____

What is your audience going to do with this information?

make a decision perform a task form an opinion
increase understanding take an action other

Explain: _____

My audience's biggest concern or objection is likely to be:	I want my audience to think, feel, or understand: