**COMM 1010: INFORMATIVE SPEECH – EXAMPLE OF STUDENT SPEAKING NOTES OUTLINE  
*[NOTE: For your speaking notes, use large font and leave plenty of white space. The font in this sample has been reduced in size.]***

[Student Name]

Submitted to [Instructor Name]

COMM 1010-000

Informative Speech Draft Outline

[Date]

***Background Information***

***Specific Goal:*** My audience will learn how to throw a softball.  
**Intended Audience**: high school girl athletes  
***Pattern of Organization:*** I will be using a chronological pattern of arrangement.  
**My experience with this topic** (ethos): Played softball in high school; volunteer to help coach young athletes.   
**Number of references** I’ll cite out loud in my speech: 3

**Title: Practice Makes Perfect**

**Introduction:**

**Hook:** Have you ever been told you throw like a girl? Today you’ll learn to throw like a girl and be proud of it.

**Ethos:** I played on my high school softball team. It was such a valuable experience to me, that now I volunteer to help coach young athletes.

**Thesis**: I learned that when we play softball, we tend to make our worst errors when we’re throwing the ball. But we can decrease our errors significantly if we learn and practice proper technique.

**Preview**:  
 **1**. hand grip and release  
 **2**. arm and body position  
 **3**. practice drills

**Transition**: In softball it’s important to get the correct grip.

**Body:**

1. How you hold the ball determines how far, how accurate, and how fast you can throw it.  
   1. 4-seam grip (Brent Mayne)
      1. Ball forms C
      2. Use fingertips
      3. Thumb beneath
      4. Don’t palm
   2. Release
      1. Ball always away (bad breath)
      2. Palm facing away
      3. Backspin
      4. More torque when snapping

**Transition**: The way you position your throwing arm is extremely important; and so is learning to throw properly to avoid developing bad habits.

1. Throwing arm position
   1. Elbow up
      1. Elbow forms an L
      2. No dropping elbow
      3. Shoulder height
      4. Non glove side pointing at target (scope)
      5. Newbies (bow and arrow technique)
   2. Body and feet (Di Maggio)
      1. Batting stance
      2. Form a T
      3. Instep facing target
      4. Pull elbow back into body as you release

Transition: Now Let’s put it all together.

1. You can use this practice drill to fine-tune your skills. (Softball Drill Book)
   1. Grab ball and find grip
   2. Reach back for L position
   3. Point non-throwing arm at target
   4. Lead with elbow and pull glove into body
   5. Snap wrist to throw

**Conclusion:**

Throwing a softball isn’t that difficult. If you practice you’ll be able to throw a softball with accuracy and velocity. And this will help you reduce the errors in your games and have more fun when you play.

**References**

***Dimaggio, Joe. Quoted in ‘Mind Training. Net.Greatest Sports Champions Quotes’. Accessed on 11/6/11.*** *Available at* [*http://www.mindtraining.net/motivational\_quotes*](http://www.mindtraining.net/motivational_quotes)

*Mayne, Brent. Mayne Stream Inc. 2011.Accessed on 11/4/11. Available at* [*http://brentmayne.com/todays-tip-the-four-seam-grip*](http://brentmayne.com/todays-tip-the-four-seam-grip)

*Walker, Kirk. 2007. The Softball Drill Book. Human Kinetics Publishers.*