

# PresentationPrep Presentation Organization Template

Use the template below to organize your presentation. If you are overwhelmed at the thought of planning a presentation, using the template will help you get started.

## 1. INTRODUCTION

A. Grabber: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Thesis statement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Speaker's perspective: \_\_\_\_\_  
\_\_\_\_\_

Importance to the audience \_\_\_\_\_  
\_\_\_\_\_

C. Overview: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 2. BODY

A. Main point: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Illustration: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 3. CONCLUSION

A. Review of thesis and main points: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Call to Action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Concluding Grabber: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_