

Speech Writing

Though speech is essentially an essay, it is significantly different. Whereas an essay or an article is read by people at a distance in time and place, a speech is delivered 'live' to an audience. This fact determines, to a great extent, the language and style of the composition.

A speech consists of the words spoken by a person to a gathering. The speaker could be a leader, a learned man, a man in a position of power and authority or an ordinary person, a student. The 'address', the language and style are determined by the occasion and the audience.

◆ Format:

- (a) Address the gathering, e.g., Respected Principal, teachers, students, Good Morning.
- (b) Speech in three or four paragraphs.
- (c) A speech ends with Thank you. The speaker thanks the listeners for their patient hearing. Content:

◆ Content:

According to the occasion, you may include quotations. Organise the speech into introduction, main points and conclusion.

Language and style should be a mingling of the serious and conversational modes.

Question 1.

You are Mukesh/Mukta of Saket. You have been reading the news items on Nithari killings. Write a speech in 150-200 words to be given in the morning assembly, stressing the need of keeping a close vigil on the anti-social elements of the locality and taking care of young children of the area so that they don't fall prey to bad characters.

Answer:

Crimes Against Children by Mukta (XIA)

Respected Principal, teachers and dear friends. Good Morning. I am Mukta of Class XI. Today I would like to share my views with you on crimes against children. It is a horrifying reality with which we have to contend.



Some recent tragic events have opened our eyes to the magnitude of crimes against children. Mostly, children are kidnapped for ransom if they are from rich families, or for begging and stealing if they are from ordinary families. Cases of child abuse are growing in alarming proportions.

The most disgusting and horrifying of these cases was the one discovered at Noida, where the owner- servant team carried out dastardly crimes against children behind closed doors. Investigations are unveiling horrible acts.

In such a scenario, it is imperative that parents take good care of their children. Children should be trained not to trust strangers.

The security of a neighbourhood depends on the alertness of the citizens. We have a tremendous responsibility towards our youngsters.

I hope my words will make you think about the matter.
Thank you

Question 2.

Children usually come to school without taking breakfast in the morning and eat junk food from the school canteen. This habit affects adversely the performance of students in academics and sports. Write a speech in 150-200 words to be given in your school assembly about 'How Health is Affected by Lifestyle'.

Answer:

How Health is Affected by Lifestyle

Respected Principal, teachers and dear friends,

Good morning, I am Mamta of XI A, and I wish to speak to you on a very important matter. I wish to speak to you on how our health is affected by our lifestyle.

Yesterday, a class VI student fainted in the assembly. The reason was that she had not taken her breakfast of porridge, fruit and milk. She wanted noodles only with coffee!

Friends, the breakfast her mother had prepared was nutritious, it would have given her energy for the whole day. If we fill our stomach, meal after meal, with junk food, how shall we grow tall and strong? How will we get the energy for mental work?

Like food, rest is an important part of our lifestyle. My friend Roshan was unable to answer his English paper in the unit test; he was feeling sleepy. He had studied till 3



a.m. because he thought English could be studied in a few hours. Had he been regular in work and study, he would have done well, for he is very intelligent.

My last word is for my obese friends who form almost 30% of our student body. Exercise, exercise and regular exercise is the answer to your problems.

I sincerely hope you will improve your lifestyle to be healthier and stronger.

Thank You.

◆ Analysis:

1. Notice that the speech opens with an address to the listeners. They are addressed in order of importance. Do not forget to address the student audience.
2. Notice the conclusion. The speech ends with thanking the audience.
3. Notice that the language and style are more conversational than that of an article.
4. The structure of the content of a speech is very similar to that of an article/essay, i.e., having an introduction, main body and conclusion.

Question 3.

A recent survey by the Ministry of Health shows that the growing tendency of obesity among children today is caused by addiction to junk food and lack of physical exercise, and it adversely affects their learning power. Write a speech in 150-200 words to be delivered in the morning assembly of the school highlighting the importance of good health and motivating the children to eat healthy, balanced diet.

Answer:

Side Effects of Junk Food

Respected Principal, Vice Principal, teachers, and dear friends. Good morning.

I am grateful to the Principal, Dr N. Ravi, for giving me this opportunity to speak on a matter that is close to the heart of all teenagers.

As I stand here, I can see about eight to ten overweight students in each class line. Surely, they are embarrassed and have become the butt of jokes. To look fit and trim is vital for a good personality.



Friends, I want you to look at your daily routine and see what you are doing to get this bulky figure. Are you excessively fond of cold drinks, pizzas and hamburgers? Do you love to sit before TV and munch wafers and packaged chips of all brands ? Is your favorite snack during the long break everyday a spicy oily 'samosa' or 'bread pakora'?

Later in the evening do you just sit indoors and work on your computer, complete your homework or watch TV ?

If the answer to these questions is 'Yes', you know why you have this ungainly figure. In order to be slim and athletic, you need to eat right, exercise briskly in fresh air and live a disciplined life. The food that your mother prepares is what you should consume rather than junk food.

Thank you

Question 4.

With the visual media technology overtaking the print-media, you have observed a decline in the people's interest in reading books. You are disturbed by this excessive dependence of the young on television and computer games as the source of entertainment. Write a speech in 150-200 words for your school magazine on the "Pleasures of Reading" or "The Company of Books. "

Answer:

The Pleasures of Reading by ABC

Reading affords pleasure like no other activity. It is deeply fulfilling and satisfying. While reading, the reader is in direct communication with the writer, however distant he may be in time or space. The reader is fully focussed and enjoys the content as well as the beauty and power of language. Reading offers an infinite variety according to one's taste. Knowledge, imagination and the reader's own appreciation of the written word are some of the rewards of reading. If one is adventurous, one can venture into unknown cultures through books. For example, a reading of Tolstoy or Chekhov gives us an insight into the life of the Russians as a reading of Dickens gives us of the British, particularly of London dwellers.

Reading makes us more sensitive to human greatness as well as human suffering. A reading of Premchand's short stories acquaints us with the strengths and weaknesses of human character. The classics of literature are eternal in their appeal.

Unfortunately, today most of us visit the celluloid version of Sharat Chandra's 'Devdas' three four times, and the original printed one not even once.



Question 5.

The world that we are living in is under a great threat of extinction. Large scale pollution, deforestation and industrialization are suffocating the environment. You, as a concerned citizen, want to share the causes and effects of global warming. You would also like to give a few suggestions on how to contribute to the making of a better world. As Vivek/Vineeta Arora, Head Boy/Girl of the school, prepare a speech on this issue for the morning assembly under the heading "The Hazards of Global Warming". (150-200 words)

Answer:

The Hazards of Global Warming

Respected Principal, teachers and dear friends,

This morning, I wish to draw your attention to the catastrophe that is slowly and surely coming towards us. I am talking about the hazards of global warming.

Some of my friends may not be aware of 'global warming'. This term means the rise of the temperature of the atmosphere surrounding our planet. This is happening because of over industrialisation, large-scale pollution and deforestation. Hot emissions from industry and release of chemicals in the air are making the atmosphere of the earth warmer.

What are the hazards of global warming? Already, the polar ice caps have started melting. This can bring disaster to the world. Huge glaciers in the Himalayas and other mountains are shrinking. This will cause a rise in the sea level and will eventually lead to the flooding of coastal areas. Global warming will also bring about changes in the world climate. There will be excess rains, floods, unbearable heat and cold. These changes will surely bring disaster to the flora and fauna of our planet.

What can we do about this problem? The countries need to exercise discipline and put up industries. Effective measures to control pollution are needed.

Friends, I have tried to acquaint you with the problem the whole world is facing.

Thank you.

Question 6.

You are the Class Representative, Class XI of Gandhi Memorial School, Pushp Vihar. You have been asked to prepare a speech on the need to imbibe principles of truthfulness, gentleness and cooperation to counter the growing violence in today's



world. Write this speech in 150-200 words.

Answer:

Respected Principal, teachers and dear friends,

Today, I wish to speak to you on the very familiar subject of values like truthfulness, gentleness and cooperation. If we wish to counter the growing violence around us, these values are the only recourse open to us. (Develop these points).

Truthfulness – the basis of social stability – will rid society of deceit and fraud – example of Gandhiji! who could defeat the mighty British with the weapon of truth.

Gentleness – tolerance of the other colour, religion and caste, patience and compassion advocated by Buddha and Mahavir.

Cooperation – inevitable in the era of globalization.

Thank you

Question 7.

You are Rajini/Rajat Gaur. After seeing some obese children in your school, you are worried about the craze for junk food and electronic gadgets in students. Write a speech to be read out in the morning assembly highlighting the need to have good eating habits and the benefits of outdoor activities. (Word limit: 150-200 words)

Answer:

Respected principal, teachers and dear friends. Today I am standing before you to express my views on the topic “obesity among school children”. Obesity has become a cause of concern for one and all. With the entry of companies like McDonalds, Kentucky chicken, wimpeys, Pizza Huts, etc. the concept of fast food has spread like a wild fire. More and more school children have taken to chocolates and soft drinks without worrying for calories. The result is obesity increasing by leaps and bounds among school children.

‘Junk food’ appeals to our taste buds but our digestive system repels it. Oil and extra fat harm our liver. We put on flesh and increase our weight. Fresh home cooked meals are hygienic, better and full of vitamins. Minerals can be easily digested. Our food should consist of coarse cereals, green and leafy vegetables, fruits, and pulses, etc. To keep ourselves agile, energetic and robust, we must do physical exercises, play games like football, badminton, kabbaddi, volleyball, etc.



By eating healthy food, doing regular physical activities not only our body will be healthy and toned our minds would remain active. I hope you all will give some consideration to my suggestion and try to instil it in your daily routine.

Thank you all for giving me a patient hearing.

Question 8.

Yoga is beneficial. Speak about the benefits of yoga in the morning assembly. (Word limit: 150-200)

Answer:

Respected Principal, teachers and friends, a very good morning to one and all. Today I am standing before you to express my views on the benefits of practising yoga.

Many of us perform yoga but do we know what this entails and why is it performed? Basically yoga is a means to attain balance in our body, i.e., gaining strength, increasing flexibility and attaining spirituality. Postures and asanas are an indispensable part of yoga. These are performed keeping in mind all the body parts, combining breathing practices, and include guided mediation, Yoga is a union between body and mind. In other words, we can say it is a balance between mind and helps us keep ourselves fit and fine.

Yoga has the potential to cure many diseases like respiratory problem, abdominal problem and diseases related to the nervous system. Yoga helps in releasing toxins, reduces stress and increases concentration. In short, yoga helps us keep disease-free, happy, wealthy, wise and toned up. Yoga is a never-ending process. The deeper you delve into it the more fruitful will be the results.

I would like to end my speech on this note.

