

**Road to Hong Kong Diploma of Secondary Education Examination**

**Writing Notes 3 (Speech – 演講辭)**

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**格式**

**Greeting (打招呼)**

**Self-introduction + Topic Introduction (自我介紹 + 演說目的 + 演說簡述)**

**Body (內文)**

**段落 1**

- ◇ 標題句 + 詳細內容

**段落 2**

- ◇ 標題句 + 詳細內容

**段落 3**

- ◇ 標題句 + 詳細內容

**段落 4**

- ◇ 標題句 + 詳細內容

**Conclusion (總結 + 對讀者的期望 + 結束演說)**

題目類型

## A. 解釋事實 / 說明道理

	題目	考核重點
1	<p><b>HKDSE English Practice Paper Q9</b></p> <p><b>Learning English through Social Issues</b></p> <p>You want to give <u>a speech at the following conference</u>:</p> <p><b>Growing up in H.K. in the 21<sup>st</sup> Century</b></p> <p><b>A conference for young people aged 13-18</b></p> <p>We are looking for <u>students</u> to give short talks on the topic of</p> <p><u>‘The joys of being a teenager in Hong Kong’</u></p> <p>Write <u>a speech for the conference</u>.</p>	a. <u>The joy</u> of being a <u>teenager</u>
2	<p><b>HKDSE English 2013 Q8</b></p> <p><b>Learning English through Poems and Songs</b></p> <p>You are the President of the Students’ Union. You are <u>giving a speech to the graduating classes</u>. The inspiration for the speech comes from <u>the following popular song about how time can slip away if you don’t make good use of it</u>.</p> <p>Time can tear down a building or destroy a woman’s face</p> <p>Hours are like diamonds, don’t let them waste</p> <p>Time waits for no one, no favours has he,</p> <p>Time waits for no one, and he won’t wait for me.</p> <p>Write your speech.</p>	a. Deliver a speech <u>inspired from a popular song</u>

## B. 介紹活動

	題目	考核重點
1	<p><b>HKDSE English 2012 Q5</b></p> <p><b>Learning English through Debating</b></p> <p>You are trying to <b>recruit more people to join the school debating club</b>. Write <b>a speech</b> to give at the next school assembly <b>explaining the activities the debating club organizes, the benefits of being in the club and also the importance in life of being a good debater.</b></p>	<p>a. explaining the <b>activities</b></p> <p>b. explaining the <b>benefits</b> of being in the club</p> <p>c. the <b>importance in life</b> of being a good debater</p>

## A. 介紹活動

開場白	打招呼
<b>Paragraph 1</b> (介紹)	1. 自我介紹 + 代表甚麼組織演說 2. 演說目的和內容簡介
<b>Paragraph 2</b> (活動介紹)	1. 標題句 2. 活動一介紹 3. 活動一細節 4. 活動二介紹 5. 活動二細節
<b>Paragraph 3</b> (活動好處)	1. 標題句 2. 好處一 3. 好處二 4. 好處三 5. 總結句
<b>Paragraph 4</b> (長遠得著)	1. 標題句 2. 得著一 3. 得著二 4. 總結句

<b>Paragraph 5</b> <b>(總結)</b>	<ol style="list-style-type: none"><li>1. 總結內容</li><li>2. 誠懇呼籲觀眾參加活動</li><li>3. 結束演講</li></ol>
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## HKDSE English 2012 Q5

## Learning English through Debating

You are trying to **recruit more people to join the school debating club**. Write **a speech** to give at the next school assembly explaining **the activities the debating club organizes, the benefits of being in the club and also the importance in life of being a good debater**.

範例1

打招呼	Good morning everyone,
Paragraph 1  (介紹)	<p>1. 自我介紹 + 代表甚麼組織演說</p> <p>I am <b>Chris Wong, the chairman of the debating club</b>.</p> <p>2. 簡介辯論的好處</p> <p>Debating has often been a <b>crucial</b> part of our lives. Whenever we have a quarrel, get into a competition or need to do some <b>persuasion</b>, debating skills have often <b>come in handy</b>. Many of us may think of debating as <b>a Greek gladiator</b> arena full of <b>intimidating</b> crocodiles and <b>lethal</b> weapons. However, the facts say otherwise! Debating can be an activity full of joy and surprises from which you can learn in ways that you cannot even imagine! In light of this, why not join our club and enjoy this <b>once in a lifetime opportunity</b>?</p> <p>3. 演說目的和內容簡介</p> <p>In the speech today, I will share with you the activities of the debating club in the coming academic year and the benefits of participating in our club.</p>

<p><b>Paragraph 2</b></p> <p><b>(活動介紹)</b></p>	<p><b>1. 標題句</b></p> <p><u>To commence with</u>, our club organizes <u>an array of</u> activities.</p> <p><b>2. 活動一介紹</b></p> <p>We have monthly debating contests specialized for different ages and levels. Therefore, no matter whether you are an <u>amateur</u> or a <u>veteran</u> debater, you will definitely <u>find these competitions your cup of tea</u>.</p> <p><b>3. 活動二介紹</b></p> <p>Moreover, inter-school debating competitions are also organized to <u>broaden your horizons</u> and <u>enlarge your social network</u>. After all, it is often a pleasure to make new friends, isn't it?</p> <p><b>4. 活動三介紹</b></p> <p>Besides the above conventional activities, we also organize weekly workshops where our mentors will teach you some <u>handy</u>, practical debating skills. For example, social issues like <u>filibustering</u> or sustainable economy will be <u>expounded</u>, giving you an advantage in Liberal Studies.</p> <p><b>5. 活動四介紹</b></p> <p>Moreover, our club also organizes some visits to a law court so you can observe trials and see how professional lawyers debate. Fascinating, isn't it?</p>
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<p><b>Paragraph</b> <b>3</b>  (活動好處)</p>	<p>1. 標題句</p> <p>Being a club member grants you many benefits.</p> <p>2. 好處一</p> <p>For one, you will be given <b><u>preferential treatment</u></b> in participation of debating competitions like the annual Mock Trial competition.</p> <p>3. 好處二</p> <p>Also, you will be <b><u>automatically admitted to</u></b> the Inter-school Debating Union where you can join other bigger events like the “Annual Debate Booth” and “Be a debate adjudicator at a discount or even for free!</p> <p>4. 好處三</p> <p>Moreover, you will be given a subsidy in international debate competitions and festivals too! Last year, we subsidized eight of our members to participate in an international debate competition in Los Angeles and they even won a prize!</p> <p>5. 好處四</p> <p>In addition, upon joining, you will be given a debate handbook, a weekly debate magazine as well as four demo debate videos that can <b><u>take</u></b> your debate skills <b><u>to a whole new level.</u></b></p> <p>6. 總結句</p> <p>Given the benefits of being a member, why not come and join our club?</p>
<p><b>Paragraph</b> <b>4</b>  (過渡段)</p>	<p>1. 承上啟下</p> <p>While some may <b><u>deem</u></b> the skills of debating <b><u>as</u></b> being <b><u>restricted</u></b> to competitions, being a good debater in fact helps solve a lot of problems in life!</p>

<p>Paragraph 5</p> <p>(長遠得著 一)</p>	<p>1. 標題句</p> <p>By being a debater, you will gradually develop and <b>hone</b> a set of critical thinking skills as you are often required to objectively analyze an issue <b><u>from various perspectives.</u></b></p> <p>2. 詳細解釋</p> <p><b>Apparently,</b> this is not only useful examinations, as such skills apply to nearly everything nowadays. You need to think critically to comment on an issue, to write</p>
<p>Paragraph 6</p> <p>(長遠得著 二)</p>	<p>1. 標題句</p> <p>Being a debater also helps improve your presentation skills.</p> <p>2. 詳細解釋</p> <p>As a debater, you have to present your stance and evidence with different tones and to persuade others. You will also improve your verbal English skills, helping you talk with greater fluency and better <b><u>intonation</u></b>. Sharpening such skills will help you find it much easier to market a product or convince a client.</p>



<b>Paragraph</b> <b>7</b> <b>(總結)</b>	<p><b>1. 誠懇呼籲觀眾參加活動</b></p> <p>The chance to become a debater is <b><u>a one of a kind</u></b> and rare. If you are interested in <b><u>embarking on this challenging yet enlightening journey</u></b>, please join our club by signing your name on the flyer stapled to the notice board. I hope to see you in our next meeting!</p> <p><b>3. 結束演講</b></p> <p>Thank you!</p>
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Adapted from “5\*\* Smart Writings”

Written by Jerry Li, who graduated from Sing Yin Secondary School and attained Level 5\*\* in English Language in the 2013 HKDSE. He is now currently studying Arts at the University of Hong Kong.

## 範例2

打招呼	Good morning principal, teachers and fellow students,
Paragraph 1  (介紹)	<p>1. 自我介紹 + 代表甚麼組織演說</p> <p>I am <b>Chris Wong</b>, <u>the president of the school debate club</u>.</p> <p>2. 辯論定義</p> <p>What do you think about debating? Simply arguing without reason? Simply delivering a prepared speech? No, actually debating is a learning process, with teams holding opposite views and arguing on solid reasons! We are always trying to convince the other side to believe us. You may call it a process to find out the truth and this exactly fits our school motto, Vincit Veritas, meaning “truth prevails”. Sounds interesting, right?</p> <p>3. 簡介辯論學會</p> <p>You may wonder what the debating club does. The answer is simple – to provide opportunities for you to become an excellent debater and an <b>eloquent</b> public speaker. To help you achieve so, our club will organize two courses, namely the Public Speaking Workshop and the Debating Workshop.</p>

<p><b>Paragraph 2</b></p> <p>(活動一介紹)</p>	<p>1. 標題句</p> <p>Firstly, let me introduce a little bit about the Public Speaking Workshop.</p> <p>2. 詳細解釋</p> <p>The reason for us to organize this workshop is that we firmly believe a good debater should possess <b>transcendent</b> presentation skills as good public speakers do. For example, I bet many of you know who Steve Jobs is. He was the inventor of iPhones and iPads, which some of you may own. But have you ever paid attention to his presentation when introducing a new product? His words are simple; articulation is clear and his intonation magically <b>grabs your attention</b>. If you want to experience his spectacular speaking skills, go to Youtube and search for it! Back to the Public Speaking Workshop, our club has invited the renowned “Toastmaster Club” to hold the workshop. The toastmasters will provide <b>tailor-made</b> training for our students, from how to write a convincing script to how to make proper eye contact with the audience. The workshop will be held on Fridays after school, so this would not put too much pressure on your studies.</p>
<p><b>Paragraph 3</b></p> <p>(活動二介紹)</p>	<p>1. 標題句</p> <p>Secondly, if you are confident that you can perform as well as Steve Jobs, then come to our Debating Workshop.</p> <p>2. 詳細解釋</p> <p>It will bring you up to another level! Our club has invited Chris, an <b>alumnus</b>, who has studied Law in the Oxford University. Chris has been keen on debating since his secondary school days and his role model is Barack Obama, the president of the United States, who also excels in debating. In the workshop, Chris will teach you “how to think”, that is how to make logical reasoning with facts and data and “how to speak”, that is how to make quick <b>rebuttal</b> firmly. Since Chris is now only working in a law firm in Central, he would only be available on Saturday afternoons. So those who are interested may need to meet Chris around that time.</p>

<p><b>Paragraph 4</b></p> <p>過渡段</p>	<p><b>1. 相反觀點</b></p> <p>I bet many of you may wonder why I have to be a good debater and it doesn't really matter. I don't want to spend time with toastmasters and Chris because of such useless skills! I would rather join the computer club or drama club to play with my friends.</p> <p><b>2. 反駁 + 開啟下文</b></p> <p>But dear students, no pain, no gain! If you have fun now, you cannot thrive in the future. Do you remember our principal says, "One has to forgo present enjoyment to attain future enjoyment."? Let me explain some benefits of being in the debating club and the importance of being a good debater.</p>
<p><b>Paragraph 5</b></p> <p>(好處1)</p>	<p><b>1. 標題句</b></p> <p>Firstly, with exposure to activities organized by our club, your language proficiency would surely be enhanced.</p> <p><b>2. 詳細解釋</b></p> <p>Whether public speaking or debating, communication and use of language are involved. You will know how to choose a better word when <b>refining</b> your debating speech. You will know how to choose a better presentation strategy when trying to attract people's attention. The more you use the language, the better you master it.</p>
<p><b>Paragraph 6</b></p> <p>(好處2)</p>	<p><b>1. 標題句</b></p> <p>Secondly, through debating activities, you can handle Liberal Studies more easily.</p> <p><b>2. 詳細解釋</b></p> <p>Liberal Studies requires students like you and me to <b>have a comprehensive understanding of</b> current issues and hence it is very flexible. However, many students have complained of the flexibility of the subject and find it difficult to adapt to the relatively new subject. However, student debaters won't have this problem. Why? Because we excel in critical thinking, which is emphasized by the subject. So, don't hesitate to join our club.</p>

<p><b>Paragraph 7</b> <b>(好處3)</b></p>	<p>2. 標題句</p> <p>Thirdly, debating club is just like a family.</p> <p>3. 詳細解釋</p> <p>Although we are not dad and mum who cook meals for you, we do give emotional support to our teammates. As we have regular activities, we can <b><u>share glee and sorrow together</u></b>! When you succeed, we will shower you with praise; when you fail, we will cheer you up. Yes, the new home, the debating team is calling you!</p>
<p><b>Paragraph 8</b> <b>(長遠得著1)</b></p>	<p>1. 標題句</p> <p>After leaving school, debating skills would still be important in your life.</p> <p>2. 詳細解釋</p> <p>Don't think that only President Barack Obama needs to face challenges from others in the Congress. You will also need to <b><u>tackle doubt thrown on</u></b></p>
<p><b>Paragraph 9</b> <b>(長遠得著2)</b></p>	<p>1. 標題句</p> <p>Besides, debating skills are crucial in our life journey as we need to defend what we believe in.</p> <p>2. 詳細解釋</p> <p>If you believe in democracy, you have to defend your belief against those</p>

<b>Paragraph 10</b>  <b>(總結)</b>	<b>1. 呼籲參加</b>  So, dear students, if you would like to join our club, want to meet toastmasters, to meet Chris, to be able to defend the beliefs you <b>cling to</b> , come to our Annual General Meeting, which will be held on 7 <sup>th</sup> September during lunch. I hope I can see you there!
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Content	7/7	7/7
Language	7/7	7/7
Organization	7/7	7/7
Total	21/21	21/21
	42/42 (5**)	

**B. 解釋事實 / 說明道理**

<b>開場白</b>	打招呼
<b>Paragraph 1</b> (介紹)	1. 自我介紹 + 代表甚麼組織演說 2. 演說目的和內容簡介
<b>Paragraph 2</b> (論點一)	1. 標題句 2. 解釋一 3. 解釋二 4. 總結句
<b>Paragraph 3</b> (論點二)	1. 標題句 2. 解釋一 3. 解釋二 4. 總結句
<b>Paragraph 4</b> (論點三)	1. 標題句 2. 解釋一 3. 解釋二 4. 總結句
<b>Paragraph 5</b> (總結)	1. 總結內容 2. 對觀眾的期望和祝願

## HKDSE English Practice Paper Q9

## Learning English through Social Issues

You want to give a speech at the following conference:

## Growing up in H.K. in the 21<sup>st</sup> Century

A conference for young people aged 13-18

We are looking for students to give short talks on the topic of  
‘The joys of being a teenager in Hong Kong’

Write a speech for the conference.

範例一

打招呼	Ladies and gentlemen,
Paragraph 1 (介紹)	<p>1. 自我介紹 + 代表甚麼組織演說</p> <p>Good morning. I am Chris Wong.</p> <p>2. 演說目的</p> <p>Today, I am glad to be given an opportunity to share my joy as a teenager in Hong Kong.</p> <p>3. 演說簡介</p> <p>Hong Kong is a well-known international city. As citizens in <u>the Pearl of the Orient</u>, we all benefit from the <u>prosperous</u> economy as well as the good <u>reputation</u> of Hong Kong. It is not only the business sector that benefits, but also us, the teenagers.</p>



<p><b>Paragraph 2</b></p> <p>(論點一)</p>	<p>1. 標題句</p> <p>To begin with, education, which <b>is of utmost importance</b> to a student, is free to all students for twelve years, equipping us with skills and knowledge.</p> <p>2. 詳細解釋</p> <p>It is particularly important in the <b>globalized</b> world nowadays in which the competition for a better life is fierce. We are not simply competing with local job seekers, but also those from other <b>emerging</b> countries sharing similar characters with Hong Kong, such as Singapore.</p> <p>3. 總結句</p> <p>The well-structured education system has no doubt provided us with <b>an edge over</b> our competitors.</p>
<p><b>Paragraph 3</b></p> <p>(論點二)</p>	<p>1. 標題句</p> <p>Moreover, teenagers can enjoy learning through school activities.</p> <p>2. 詳細解釋</p> <p>It is worth remembering that we are encouraged to participate in various kinds of extra-curricular activities, in which we can discover and develop our talents. In addition, the scheme of teaching outside classrooms adopted by <b>a great majority of</b> local schools enables us to broaden our horizons. For instance, the traditional culture of foot binding in China can be learnt from visiting exhibitions in museums, while the landscape of Hong Kong can be investigated through field trips.</p> <p>3. 總結句</p> <p>To be sure, through these other learning experiences can students learn to enjoy learning and satisfy their curiosity.</p>

<p><b>Paragraph 4</b></p> <p>(論點三)</p>	<p>1. 標題句</p> <p>Apart from learning, Hong Kong is also a fascinating place providing teenagers with <b><u>a plethora of</u></b> entertainment.</p> <p>2. 詳細解釋</p> <p>In Hong Kong, we will never get bored. Here we can always find a great variety of entertainment facilities. At weekends, we can choose to visit the shopping arcade nearby. There are also many cinemas, karaoke centres and indoor sports centres within our reach. If you love going outdoors, you can also go for a walk or go cycling with friends.</p> <p>3. 總結句</p> <p>With <b><u>the kaleidoscope of</u></b> entertainment in Hong Kong, teenagers can easily relax themselves.</p>
<p><b>Paragraph 5</b></p> <p>(論點四)</p>	<p>1. 標題句</p> <p>Also, adolescents in Hong Kong <b><u>are entitled to</u></b> enjoy <b><u>a wide range of</u></b> freedoms.</p> <p>2. 詳細解釋</p> <p>For instance, we can express our views towards different social issues freely, without the fear of being <b><u>persecuted</u></b> and arrested. It is worth noting that we can enjoy <b><u>the freedom of assembly</u></b> by going on <b><u>rallies</u></b> with people sharing the same view with us so long as we <b><u>observe the relevant legislation</u></b>. Besides, ideas can be shared freely by virtue of the freedom of the press and religion which is guaranteed by the Basic Law. All these freedoms are definitely luxury in many <b><u>authoritarian</u></b> counties such as North Korea, where the public are <b><u>muzzled</u></b> and <b><u>arbitrarily imprisoned</u></b>.</p> <p>3. 總結句</p> <p>Evidently, <b><u>liberty</u></b> has improved our lives and made Hong Kong a better place for teenagers.</p>

<p><b>Paragraph 6</b></p> <p>(論點五)</p>	<p>1. 標題句</p> <p>Last but not least, Hong Kong is <b><u>the confluence of the East and the West.</u></b></p> <p>2. 詳細解釋</p> <p>As teenagers, we celebrate both Chinese and Western festivals, ranging from Lunar New Year, Mid-Autumn Festival to Christmas and Halloween. With such a <b><u>cosmopolitan fusion of cultures</u></b>, we are able to <b><u>immerse ourselves in</u></b> a <b><u>culturally diverse society.</u></b></p> <p>3. 總結句</p> <p>This has definitely helped teenagers in Hong Kong understand cultural differences between countries and communities, as well as building up their <b><u>sense of global citizenship.</u></b></p>
<p><b>Paragraph 7</b></p> <p>(總結)</p>	<p>1. 總結內容</p> <p>Growing up in Hong Kong in the 21<sup>st</sup> century is a <b><u>blessing</u></b> to me and many of the teenagers in Hong Kong.</p> <p>2. 對觀眾的期望和祝願</p> <p>I do hope we all can <b><u>cherish</u></b> the <b><u>precious</u></b> things around us and be thankful for the things we are granted. Hong Kong, I love you. Thank you!</p>

### HKDSE 2016 English Writing Part A Q1

You are the President of the Students' Union at your school. You are preparing a speech to welcome new students on the first day of school. In order to help new students achieve success and have an enjoyable school life, you want to talk about the following in your speech:

#### Sample 1:

Greeting (打招呼)	Good morning Principal, teachers and fellow students,
Paragraph 1 (Opening)	<p>1. 自我介紹 + 開啟下文</p> <p>On behalf of the Students' Union, I'd like to welcome all of you to our school. I'm sure we all want to <b>achieve success</b> and <b>have an enjoyable school life</b>, so this morning I'd like to give you some advice.</p>
Paragraph 2 (following School rules和achieve success的關係)	<p>1. 標題句</p> <p>It is <b>important</b> for us to <b>follow school rules</b>.</p> <p>2. 詳細解釋</p> <p>For example, our school doesn't allow using mobile phones during lessons. Following the school rules can lead us to success. Imagine when you are concentrating in class, some annoying sound from a mobile phone distracts you. Moreover, if students sitting next to you are using their phones to play games, you may also be distracted by them and not pay attention in class, affecting your academic results.</p> <p>3. 總結句</p> <p>As you all know, achieving excellent academic results is one of the ways to <b>achieve success</b>. Therefore, <b>not following the school rules</b> would be a <b>stumbling block</b> on the way to <b>success</b>.</p>

<p><b>Paragraph 3</b> (following School rules和enjoyable school life的關係)</p>	<p><b>1. 標題句</b> Besides, <b>following the school rules</b> can also let us <b>have an enjoyable school life</b>.</p> <p><b>2. 詳細解釋</b> Obviously, if we violate school rules, we will receive punishment like staying after school meeting parents. Do you want to spend your precious time on staying in a vacant classroom to wait for the end of your punishment or playing basketball happily with your friends on the basketball court? It is <b>important</b> for us to <b>follow the school rules</b> in order to <b>have an enjoyable school life</b>.</p> <p><b>3. 總結句</b> As everyone of you know, your secondary school life is as short as the falling of snow. Don't waste your time on receiving punishment. Instead, you should spend time with your <u>confidants</u> and <b>create an enjoyable school life!</b></p>
<p><b>Paragraph 4</b> (過渡段)</p>	<p><b>1. 承上啟下</b> Apart from the importance of <b>following the school rules</b>, it is important for us to <b>have good interpersonal skills</b>.</p>
<p><b>Paragraph 5</b> (interpersonal relationships和achieve success的關係)</p>	<p><b>1. 標題句</b> If you <b>have good interpersonal skills</b>, you can get along well with your classmates and teachers and this can help you <b>achieve success</b>.</p> <p><b>2. 詳細解釋</b> For example, you can form study groups with your classmates before exams. Analyzing past papers, answering each other's questions and motivating each other can help you <b>achieve success in internal in and public exams</b>. Besides, you will <u>acquire</u> different soft skills in your relationships with friends such as communication skills, which are essential <b>in the workplace and university</b>.</p> <p><b>3. 總結句</b> As you can see, <b>having good interpersonal skills</b> and soft skills will definitely enhance your competitiveness and <b>lead you to success</b>.</p>

<p><b>Paragraph 6</b> (interpersonal relationships和 enjoyable school life的關係)</p>	<p><b>1. 標題句</b> In addition, <b>good interpersonal skills</b> will also give you <b>an enjoyable school life</b>.</p> <p><b>2. 詳細解釋</b> Throughout your six years of secondary school life, you will participate in numerous activities such as Sports Days, Class Picnics and extra-curricular activities. <b>Having good interpersonal skills</b> can help you meet friends, who are the most important part of the puzzle of <b>an enjoyable school life</b>. You can imagine the joy of hanging out with friends; you can imagine the joy of working hard together; you can imagine the joy of achieving common goals.</p> <p><b>3. 總結句</b> Therefore, <b>having good interpersonal skills</b> is <b>important</b> for you to create an <b>enjoyable school life</b>.</p>
<p><b>Paragraph 7 ending</b></p>	<p><b>1. 祝願聽眾</b> Before ending my speech, I hope that all of you will <b>have an enjoyable school life and achieve success in the future</b>.</p> <p><b>2. 致謝</b> Thank you for your listening!</p>

Written by Cindy Li

Content	7/7	6/7
Language	6/7	5/7
Organization	6/7	6/7
Total	19/21	17/21
	36/42 (5*)	

## 不同部分的句法

<b>Greeting</b> (打招呼)	<ol style="list-style-type: none"> <li>1. <b>Good morning, everyone.</b></li> <li>2. <b>Good afternoon, principal, teachers, parents and schoolmates.</b></li> <li>3. <b>Good evening, honourable guests, ladies and gentlemen,</b></li> </ol>
<b>Self-introduction</b> (自我介紹)	<ol style="list-style-type: none"> <li>1. <b>I am 姓名, + 職位 + of 組織名稱</b> <b>Example:</b> I am Chris Wong, the president of the Students' Union.</li> <li>2. <b>On behalf of + 組織名稱, I ..... (代表組織演講)</b> <b>Example:</b> <u>On behalf of</u> the English Society, <b>I</b> am going to introduce the upcoming activities in the next three months.</li> <li>3. <b>I am honoured to + v. (我很榮幸...)</b> <b>It is my honour to + v</b> <b>It is my pleasure to + v.</b> <b>Example:</b> <u>I am honoured to have</u> the chance to speak in front of you all. <b>Example:</b> <u>It is my honour to deliver</u> this graduation speech on behalf of all the graduates.</li> </ol>
<b>Aim of the speech</b> (演講目的)	<ol style="list-style-type: none"> <li>1. <b>I would like to take this opportunity to + share with you + 名詞片語</b> (我想藉這次機會跟你們分享...) <b>Example:</b> <u>I would like to take this opportunity to share with you</u> the advantages of being a volunteer.</li> <li>2. <b>I would like to remind you + 名詞片語</b> <b>I would like to remind you + that + SVO</b> <b>Example:</b> <u>I would like to remind you</u> the advantages of regular exercise. <b>Example:</b> <u>I would like to remind you that</u> you can enjoy a lot of benefits by joining our club.</li> </ol>

<b>Body of the speech</b> <b>(演講內文)</b>	<ol style="list-style-type: none"> <li>1. <b>To start with, + SVO (首先)</b>  <b>First of all, + SVO</b>  <b>Example:</b> <u>To start with</u>, volunteer work helps us better understand our society.</li>   <li>2. <b>Let's start with + 名詞 + 詳細資料 (不如我們以...開始)</b>  <b>Example:</b> <u>Let's start with</u> the activities we organize.</li>   <li>3. <b>Also, + SVO (其次)</b>  <b>Besides, + SVO (其次)</b>  <b>Moreover, + SVO (其次)</b>  <b>Furthermore, + SVO (其次)</b>  <b>Apart from that, SVO (其次)</b>  <b>Example:</b> <u>Moreover</u>, you can become a happier and better person by becoming a volunteer.  <b>Example:</b> <u>Apart from that</u>, we can polish our language skills.</li>   <li>4. <b>Let's move on to another topic. (讓我們談另一個話題)</b></li>   <li>5. <b>As some of you may know, + SVO (你們當中有些人可能知道...)</b>  <b>Example:</b> <u>As some of you may know</u>, I am an active volunteer.</li>   <li>6. <b>For most of you, + SVO (對於你們大多數人來說)</b>  <b>Example:</b> <u>For most of you</u>, English is difficult to master.</li>   <li>7. <b>We will hold + 活動 + at 地點 + in/on 日期 (舉辦活動)</b>  <b>We will organize +活動 + at 地點 + in/on 日期</b>  <b>Example:</b> <u>We will organize</u> an inter-class English drama competition in May.</li>   <li>8. <b>活動 + will be held + at 地點 + in/on 日期 (舉辦活動)</b>  <b>活動 + will be organized + at 地點 + in/on 日期</b>  <b>Example:</b> An English debating contest <u>will be held</u> in July.</li>   <li>9. <b>I think that + SVO (我認為)</b>  <b>I believe that + SVO</b>  <b>In my opinion, + SVO</b>  <b>Example:</b> <u>I believe that</u> joining the English club will be rewarding for all of you.  <b>Example:</b> <u>In my opinion</u>, determination and persistence are the key to success.</li>   <li>10. <b>It is a golden opportunity for you to + v. ...對你來說是黃金機會</b>  <b>Example:</b> <u>It is a golden opportunity for you to</u> improve your English.</li> </ol>
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<b>Body of the speech</b> (演講內文)	<p>11. <b>I would like to spend time to + v. (我想花時間...)</b>  <b>Example:</b> <u>I would like to spend time to</u> talk about the harm of lacking exercise.</p> <p>12. <b>I would like to end my speech with + 名詞 + 詳細資料 (我想以...結束演講)</b>  <b>Example:</b> <u>I would like to end my speech with</u> the importance of English in our life.</p> <p>13. <b>Before ending my speech, I would like to + v. (演講結束前，我想...)</b>  <b>Example:</b> <u>Before ending my speech, I would like to</u> remind you that we have a moral responsibility to help the underprivileged.</p>
<b>End of the speech</b> (演講結束)	<p>1. <b>I hope that all of you will + v. (我希望你們所有人都會...)</b>  <b>Example:</b> <u>I hope that all of you will</u> realize the importance of regular exercise.</p> <p>2. <b>I believe you can learn a lot by + v. + ing (我相信你通過...會學到很多東西)</b>  <b>Example:</b> <u>I believe you can learn a lot by</u> joining the English Club.</p> <p>3. <b>Please seize this opportunity to + v. (把握機會...)</b>  <b>Example:</b> <u>Please seize this opportunity to</u> join our club.</p> <p>4. <b>Don't hesitate. Come and join us now. (不要猶豫，加入我們)</b></p> <p>5. <b>We look forward to seeing you in the coming events. (我們期待你參加以後的活動)</b></p> <p>6. <b>I wish you + 名詞片語 (我祝願你們...)</b>  <b>Example:</b> <u>I wish you</u> every success in the future.  <b>Example:</b> <u>I wish you all</u> a fruitful life and a rewarding future.</p>

<b>End of the speech</b> (演講結束)	<p>8. This is all I want to say. Thank you. (演講到此為止，謝謝)</p> <p>9. This is all for the speech today. Thank you very much. (演講到此為止，謝謝)</p> <p>10. That's the end of my speech. Thank you very much. (演講到此為止，謝謝)</p>
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