

Informative Speech Outline Sample

“Yin and Yang”

6 - 8 Minutes

1. Perspectives as Tool for Insight

- a. Different views give different insights
 - i. The way we see things, the models we use to view life affect whether we have clarity or confusion, and thus whether or not we can see what needs to be done, make a decision, and make positive change
 - ii. Micro vs. macro – satellites vs. cameras
 1. macro or big view - to see weather patterns we need a satellite – we can see big problems like hurricanes coming ahead of time – Chinese medicine does this better than western medicine, and yin yang categorization is one reason
 2. micro - but to deal with real life specifics we need to be on the scene – Chinese medicine can deal with micro, but not as micro as WM, though it does affect the same microsystems in the body.
 - iii. Simple categorization of life to enable you to balance yourself
 1. yin and yang are simply a way to categorize opposites
 2. it's a simplistic way to look at things, but it means we can use it for practically anything
 3. by the way, yang rhymed with song, nor sang. People get this wrong all the time. But now you know the way Chinese people and Chinese medicine practitioners pronounce it.
- b. Yin yang glasses (got the idea to wear sunglasses with yin yang symbols on them) – I'm going to teach you how to see things through the lens of yin and yang and then tell you how you can use it practically to improve your life and health

2. Define yin and yang

- a. give examples
 - i. light is yang, dark is yin, on/off, fast/slow, loud/quiet, etc., type A/B personalities
 - ii. heavy metal vs. ambient or classical, but yin and yang are relative, so some classical music is more yang and some is more yin
 - iii. you may be relatively type A, or yang, among this group, but compared to someone else you might seem lethargic and yin
 - iv. I'm speaking so I'm yang, and you're listening, so you're yin
- b. Now I'd like you to get a little more yang – can you tell me some other examples of yin and yang?

3. Yin and yang mutually transforming

- a. Explain when something becomes too yin, it turns into yang, as if on a circle, and if it gets too yang, it turns to yin - tai chi tu – winter to summer, summer to winter, night to day, day to night – just like the rotation of the earth (spinning day ↻ ↻ night), or the orbit of the earth around the sun (year = seasons)
 - b. Examples
 - i. If you overwork (yang), you get tired (yin) and have to sleep (yin).
 - ii. If I speak too long (yang), you'll be silent (yin) too long, and you'll get restless (yang) – of course, if you don't have enough yang to pay attention, you might just fall asleep (yin) during my speech (yang) and I'd have to yell at you (yang) to get you to wake up (yang)
 - iii. Did you pay more attention after I asked for audience feedback? If I get you to speak (yang), you listen better afterwards (yin)
 - c. ask audience for examples
4. **Practical applications of yin and yang**
- a. Now, so what, how do you use this info?
 - b. We already use this instinctively with heat and cold. Summer (yang) we use A/C (yin), and drink cold drinks (yin). When tired (yin), we drink caffeine (yang). When revved up (yang), we look for calming things like chamomile tea (yin).
 - c. Now you may not know that seasonally, in the winter, everything is more yin, so it takes more of your yang to do the same things – it's easier to overwork, so learn from the animals that hibernate, and at least do less, be calmer, and so on. Take yang herbs, drink coffee... and the same goes for when we get older – we lose our yang over time, so we need to supplement it with herbs.
 - d. In the summer, everything is more yang, so stay cool, keep your temper, etc. It's natural to do more (yang) at this time, so take advantage of that, but don't overwork or get overheated (both yang)
 - e. Recognize the cycles of nature, life, and relationships so you can take advantage of them for maximum efficiency. You can't always grow (yang) but must sometimes consolidate and rest (yin). Sometimes we argue or have sex (both yang), other times we are at peace and we snuggle (both yin). These are natural cycles, nothing to get out of joint about.
 - f. Now that I've been yang here for a while, it's my turn to be yin. I thank you for listening (yin). Ms. Toastmaster...

NOTE: The content of this outline is much harder to understand than the final speech. Making a complete outline is only part of the process. There are specific obstacles to succeeding in informative speaking, and a big part of it is how you deliver it, so I suggest you check out the audio mp3 of my actual speech at:

PulseMed.org/example-of-informative-speech.htm

Short Outline Version Used for Actual Speech Giving

Perspectives as Tool for Insight

- ?? Yin yang glasses – I’m going to teach you how to see things through the lens of yin and yang and then tell you how you can use it practically to improve your life and health
- ?? Different views give different insights
- ?? Micro vs. macro – satellites vs. cameras.

Define yin and yang

- ?? give examples – basic, music, speaking
- ?? audience examples

Yin and yang mutually transforming

- tai chi tu
- Examples
 - ~~///~~ If you overwork
 - ~~///~~ If I speak too long
- ask audience for examples

Practical applications of yin and yang

- ?? instinctively heat and cold.
- ?? Seasons, age
- ?? Recognize the cycles of nature, life, and relationships so you can take advantage of them for maximum efficiency. You can’t always grow (yang) but must sometimes consolidate and rest (yin). Sometimes we argue or have sex (both yang), other times we are at peace and we snuggle (both yin). These are natural cycles, nothing to get out of joint about.
- ?? Now that I’ve been yang here for a while, it’s my turn to be yin. I thank you for listening (yin)...