

IMPORTANT INFORMATION ON ATTACHING PHOTOCOPIES OF SOURCES

1. All sources used in your speech are listed in your Reference Page.
2. Second you are to photocopy the sources including the following:
 - ❖ Front cover of book, copyright pages, pages of text.
 - ❖ Front cover of magazine, table of contents, article.
 - ❖ Newspaper article must have date, source, edition, and section of paper as well as article itself.
 - ❖ Journal article, entire article.
 - ❖ Web article, front page and entire document from start to finish.
3. You will highlight the quotes that are used in the article.
4. Once, you highlight the article, you will also identify what main point, sub point, and support it appears on the outline.

For example, I, A. 2 “President Bush is named most powerful leader in USA.” *Time Magazine*, 12/21/04

5. All these attachments which are photocopies are stapled together and turned in with your speech outline.
6. Failure to submit this paperwork will lower your overall score on your outline by one letter grade.