<table>
<thead>
<tr>
<th>Name ___________________________</th>
<th>Time: ______</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLAIM: __________________________</td>
<td></td>
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</tbody>
</table>

**INVENTION AND DISPOSITION**

<table>
<thead>
<tr>
<th>Step</th>
<th>Points</th>
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</thead>
</table>
| **I. Attention Step** | Related to audience  
|               | Credibility established  
|               | Preview  |
| **II. Need Step** | Problem demonstrated  
|               | Ramifications given  
|               | Use of sufficient support  
|               | Pointing to audience need  |
| **III. Satisfaction Step** | Solution described  
|               | Solution explained  
|               | Need and solution logically connected  
|               | Practicality of solution  
|               | Objections Met  |
| **IV. Visualization Step** | Hypothetical positive results  
|               | Hypothetical negatives if not implemented  
|               | Contract  |
| **V. Action Step** | Summarized  
|               | Called for response  
|               | Stated personal intention  
|               | Ended with impact  |

**STYLE**

- Vivid language
- Clarity

**DELIVERY/MEMORY**

- Vocalics: rate, volume, tone, quality
- Body language: posture, gestures
- Other nonverbal: appearance, space, time
- Eye contact

Commendation: __________________________

Recommendation: __________________________