

# ★ Formal and Informal Speech

I can identify formal spoken vocabulary.



1. Read the speech below and highlight the formal vocabulary.  
You should be able to find around 10 examples.

Good evening ladies and gentlemen. I am delighted to welcome you to the twenty-fifth annual charity ball. As you are all eminently aware the funds raised at our previous charity ball events have enabled us to support numerous charitable organisations in their worthwhile endeavours.

2. Now write the words or phrases you have highlighted in the table below and use a dictionary to find out and write their meanings.

Formal Word or Phrase	Meaning

# Formal and Informal Speech

3. Read the speech below. Can you write the next paragraph? Make sure you keep the same informal style. When you have finished highlight some examples of informal vocabulary you have used.

*Hi. Thanks for coming tonight mate. You know how good our other balls have been - we've raised loads of money and helped lots of different charities.*

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2. Now can you write the next paragraph of the speech keeping to the same formal style?

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3. Highlight 5 examples of formal words or phrases you have used and write their meanings in the table.

Formal Word or Phrase	Meaning



# Formal and Informal Speech

4. Read the speech below. Can you write the next paragraph? Make sure you keep the same informal style. When you have finished highlight some examples of informal vocabulary you have used.

*Hi. Thanks for coming tonight mate. You know how good our other balls have been - we've raised loads of money and helped lots of different charities.*

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5. Describe how your formal and informal speeches differ (remember vocabulary, tone, audience).

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# Formal and Informal Speech

I can identify formal spoken vocabulary.



1. Imagine you are the headteacher of your school and it is your job to prepare a speech welcoming the new reception children and their parents to the school. The speech should be written in a formal style using official vocabulary where necessary. When you have finished highlight 5 examples of formal words or phrases you have used and write them alongside their meanings in the table below.

*Good afternoon parents...*

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Formal Word or Phrase	Meaning



# Formal and Informal Speech

2. Imagine you have been given the job of welcoming the new reception children to your school and you have been asked to speak to them about what it is like at school.

Write down what you could say in the space below. Remember to write in an informal style using age-appropriate vocabulary.

*Hello boys and girls...*

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3. Now highlight 5 examples of informal words or phrases you have used. Write them in the table below alongside a formal word or phrase which means a similar thing, e.g. 'really fun' could be 'most enjoyable' if speaking in a more formal style.

Informal Word or Phrase	Formal Word or Phrase

1. Read the speech below and highlight the formal vocabulary.

*Good evening ladies and gentlemen.* I am *delighted* to welcome you to the twenty-fifth *annual* charity ball. As you are all *eminently aware* the *funds* raised at our *previous* charity ball events have *enabled* us to *support numerous charitable organisations* in their *worthwhile endeavours*.

2. Definitions in the table will vary depending which words the child chose.
3. When you have finished highlight some examples of informal vocabulary you have used.

Hi. Thanks for *coming* tonight *mate*. *You know* how good our other balls have been – *we've* raised *loads* of money and helped *lots* of different charities.