**Writing a Winning Graduation Speech: Outline and Tips**

Writing a graduation speech is a huge honour and your chance to send off your classmates with wit and wisdom. Whether you’re excited or terrified to give the speech, this is not the kind of opportunity you should wing. Get started with our graduation speech outline and a few writing tips to ensure your speech is the most memorable part of your school years.

**Sample Graduation Speech Outline**

The graduation speech outline we’ve provided here can help you get started, but feel free to make this your own. Omit any categories that don’t fit your style, and add others as you see fit. You can also reorganize these categories [for a flow](https://grammar.yourdictionary.com/style-and-usage/list-transition-words.html) that fits your personal style.

**1. Thank the Previous Speaker**

Begin with gratitude and grace: Be sure to thank the person who introduced you, both for the introduction and the work they do with the school.

**2. Introduce Yourself**

Don't assume that all the people in the room know who you are. Introduce yourself, including your name and why you were chosen to give the speech.

**3. Share a Motivational Quote**

Plan to share some sort of motivational quote or personal narrative with your classmates. Illustrate how it connects with your class's experiences in the school. This will serve as an opportunity to bring everyone together and get your classmates excited about the future.

**4. Share Some Good Advice**

This is, perhaps, the most important part of your speech. Share meaningful advice for the years to come. Highlight some of the expectations that are about to come your way. Keep the tone positive, and remind everyone they have what it takes to succeed in their future.

**5. Recall the Good Times**

Encourage your classmates to remember the good times at your school. Highlight a momentous occasion that everyone partook in. Encourage your peers to take those memories with them wherever they go.

**6. Restate Your Motivational Quote**

Finish by reiterating the motivational quote you began with, giving it more context. Although you just dipped into the past with one of those "good times," the focus of a graduation speech is on the excitement that's yet to come.

**7. Create a Call to Action**

Call your fellow students into action. Leave them with an inspiring sentence encouraging them to go out and make a difference in the world.

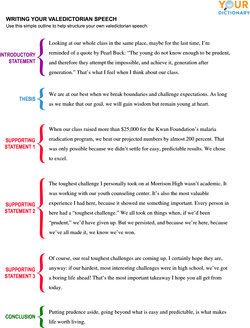
**8. Thank Everyone**

Finally, thank everyone for their time. Thank them for the memories over the last few years and their time during your speech.

**Valedictorian Speech Outline**

This is a basic, workable skeleton outline for a good valedictorian speech. Add your experiences and make changes that suit your speech style. We've included some sample text for each section of the speech to demonstrate what your valedictory might contain.

* **Introductory Statement**: "Looking at our whole class in the same place, maybe for the last time, I'm reminded of a quote by Pearl Buck: 'The young do not know enough to be prudent, and therefore they attempt the impossible, and achieve it, generation after generation.' That's what I feel when I think about our class."
* **Thesis**: "We are at our best when we break boundaries and challenge expectations. As long as we make that our goal, we will gain wisdom but remain young at heart."
* **Supporting Statement 1**: "When our class raised more than $25,000 for the Kwan Foundation's malaria eradication program, we beat our projected numbers by almost 200 percent. That was only possible because we didn't settle for easy, predictable results. We chose to excel."
* **Supporting Statement 2**: "The toughest challenge I personally took on at Morrison High wasn't academic. It was working with our youth counseling center. It's also the most valuable experience I had here, because it showed me something important. Every person in here had a 'toughest challenge.' We all took on things when, if we'd been 'prudent', we'd have given up. But we persisted, and because we're here, because we've all made it, we know we've won."
* **Supporting Statement 3**: "Of course, our real toughest challenges are coming up. I certainly hope they are, anyway: if our hardest, most interesting challenges were in high school, we've got a boring life ahead! That's the most important takeaway I hope you all get from today."
* **Conclusion**: "Putting prudence aside, going beyond what is easy and predictable, is what makes life worth living."

[](https://assets.ltkcontent.com/files/writing-your-valedictorian-speech-outline-sample.pdf)

Living Life to the Fullest

Meaningful quotes about life often encourage a life without borders. We’re encouraged to explore far and wide, meet new people, and stack up as many adventures as possible. Here are some interesting quotes about just that:

* “In the book of life, the answers aren't in the back.” - Charlie Brown
* “If we're always looking in the rearview mirror, it's hard to keep our eyes on the road ahead.” - Anonymous
* “One day your life will flash before your eyes. Make sure it's worth watching.” - Gerard Way
* “We make a living by what we get. We make a life by what we give.” - [Sir Winston Churchill](https://biography.yourdictionary.com/sir-winston-churchill)
* “In three words I can sum up everything I've learned about life: it goes on.” - Robert Frost
* “Life is what happens while you're busy making other plans.” - John Lennon
* “Live well, laugh often, love much.” - [Ralph Waldo Emerson](https://biography.yourdictionary.com/ralph-waldo-emerson)
* “The hardest thing to learn in life is which bridge to cross and which bridge to burn.” - David Russell
* “Just living is not enough. One must have sunshine, freedom, and a little flower.” - Hans Christian Andersen
* “Things turn out best for those who make the best of the way things turn out.” - John Wooden

<https://examples.yourdictionary.com/articles/quotes-about-life-lessons.html>

**Making (and Learning From) Mistakes**

Inspirational life lessons are often [founded in mistakes](https://quotes.yourdictionary.com/theme/mistakes/). In fact, some would say a life without mistakes is a life not worth living. The beauty of a mistake is that, sometimes, it can bring us to greater heights. Through our missteps, we learn something new and can apply it to other areas of our lives. Together, let’s stay humble and enjoy these quotes about our (inevitable) mistakes:

* “Mistakes are part of the dues one pays for a full life.” - Sophia Loren
* “The only real mistake is the one from which we learn nothing.” - Henry Ford
* “You have to make mistakes to find out who you aren’t. You take the action, and the insight follows: You don’t think your way into becoming yourself.” - [Anne Lamott](https://quotes.yourdictionary.com/author/anne-lamott/)
* “Mistakes are a part of being human. Appreciate your mistakes for what they are: precious life lessons that can only be learned the hard way. Unless it's a fatal mistake, which, at least, others can learn from.” - Al Franken
* “Most people die of a sort of creeping common sense, and discover when it is too late that the only things one never regrets are one's mistakes.” - [Oscar Wilde](https://quotes.yourdictionary.com/articles/oscar-wilde-s-reputed-last-words.html)
* “At twenty years of age, the will reigns; at thirty, the wit; and at forty, the judgement.” - Benjamin Franklin
* “Learn from the mistakes of others. You can’t live long enough to make them all yourself.” - Eleanor Roosevelt

**Funny Quotes About Life Lessons**

Most of our life lessons are learned through mistakes and hard times. Without a [sense of humor](https://quotes.yourdictionary.com/theme/funny/), these times would be unbearable. Let’s lighten things up with some musings on the power of a sense of humor.

* “If all else fails, immortality can always be assured by spectacular error.” - John Kenneth Galbraith
* “Accept who you are. Unless you’re a serial killer.” - Ellen DeGeneres
* “All my life, I always wanted to be somebody. Now I see that I should have been more specific.” - Jane Wagner
* “When life gives you lemons, squirt someone in the eye.” - Cathy Guisewite
* “Never trust people who smile constantly. They’re either selling something or not very bright.” - Laurell K. Hamilton
* “The hardest thing to learn in life is which bridge to cross and which bridge to burn.” - David Russell
* “Never take life seriously. Nobody gets out alive anyways.” - [Sydney J. Harris](https://quotes.yourdictionary.com/author/sydney-j-harris/)
* “Before you criticize someone, walk a mile in their shoes. That way, you’ll be a mile from them, and you’ll have their shoes.” - Jack Handey

Funny Farewell Quotes

Saying goodbye is not always an easy thing to do, the very thought of it conjures up feelings of sadness and longing. However, there are many funny quotes that can be used to take the sting out of a goodbye: from silly sayings to quotes that offer a lighthearted, humorous farewell that can help replace the sadness with laughter.



Examples of Funny Farewell Quotes

The world without laughter can be a very dull place. Here is a list of farewell quotes (by unknown authors) that are popular and just downright funny.

* "When I die, I want to die like my grandmother, who died peacefully in her sleep not screaming like all the passengers in her car."
* "I still see your face when I am dreaming. That's why I always wake up screaming.'
* "When you feel that nobody loves you, that nobody cares, when all you can do is cry and walk away because everyone is against you, then you are the weakest link. Goodbye!'
* "90% of men kiss their wife goodbye when they leave the house. 10% kiss their house goodbye when they leave the wife.'
* "Not all goodbyes are sad, for example "Goodbye Class!"
* "It will not be the same without you. It will actually be better!"
* "Farewell. Someone is really going to miss you. But, it is not going to be me!"
* "Having awesome coworkers is a bad habit, because it'll be impossible to work with someone else now that you're leaving."
* "On the outside, know that we may be smiling and wish you farewell. But on the inside, we are desperately praying that you will quit your new job and come back to work with us again.
* "With your resignation your employment in this office may finish, but the sweet memories of working with you will never diminish."
* "Goodnight. I have had a perfect evening but tonight wasn't it."
* "Goodbye, we will miss trying to avoid you around here!"
* "We are all going to really miss doing all your work for you everyday!"
* "Goodbye, don't cry! We won't!"
* "It won't be the same without you here, work may actually get done!"
* "I am looking forward to not keeping in touch with you! So long!"
* "I'll miss you until you come back but I hope you'll make up for it by getting me awesome gifts. Bon voyage."

Funny farewell quotes found in books, movies and songs, or said by famous people are ideal to use for a farewell note or to help you smile through a goodbye. These include:

* "You have brains in your head. You have feet in your shoes. You can steer yourself in any direction you choose.' - *Oh, the Places You'll Go*, Dr. Seuss
* "See you later, alligator" - "See You Later Alligator," Bill Haley and the Comets
* "A man never knows how to say goodbye; a woman never knows when to say it." - Helen Rowland
* "Bye Felicia!" - *Friday*.
* "Goodbye, Vietnam! That's right, I'm history, I'm outta here, I got the lucky ticket home, baby." - *Good Morning Vietnam*
* "Some cause happiness wherever they go; others whenever they go" - *The Duchess of Padua*, Oscar Wilde
* "It is generally agreed that 'Hello' is an appropriate greeting because if you entered a room and said 'Goodbye,' it could confuse a lot of people." - *I'm OK, You're Not So Hot*, Dolph Sharp
* "So long, and thanks for all the fish!" - *The Hitchhiker's Guide to the Galaxy*, Douglas Adams
* "Memorial Service: Farewell party for someone who's already left." - Robert Byrne

Some of the quotes listed above are familiar and can be used to put a smile on your face if nothing else. You may even have heard a friend, teacher or a relative say one or more of these funny quotes once or twice in the past. These quotes are ideal for a number of situations where you must say goodbye.

When To Use Humorous Farewell Quotes

While it is funny to use a quote with some wit in it when saying farewell, it is not always appropriate. There are certain situations when it is suitable to use a funny quote. These include:

* As part of a graduation speech
* Saying goodbye to a coworker on their last day on the job
* At your boss' retirement party
* On a teacher's last day of school
* Telling a friend farewell when they are moving out of state
* Saying bye to a roommate at the end of the semester
* Telling a classmate goodbye on the last day of the school year
* To a friend or group of friends at graduation
* At the end of a seasonal job
* When a coworker get a promotion to a different department
* On your last day of employment
* To a sibling when they are moving out the house
* As part of a yearbook message

<https://grammar.yourdictionary.com/style-and-usage/graduation-speech-writing-outline.html>