

SYLLABUS

TITLE AND CODE OF THE COURSE:	PUBLIC SPEAKING SD.048
TIME:	Spring semester 2019
CREDITS:	1
COURSE TECHNOLOGY:	20 contact hours of practical training, interspersed with individual reading and speech assignments
LANGUAGE OF INSTRUCTION:	English (+ native language(s) for giving speeches in)
PREREQUISITES:	Core curriculum (1-3 semester) English requirements met
INSTRUCTOR:	John Hans Kunka

II. GOAL, OBJECTIVES, AND BRIEF DESCRIPTION OF THE COURSE CONTENT	
GOAL:	1. To acquire essential skills and confidence needed for preparing and giving extemporaneous speech.
OBJECTIVES:	2. to build one's confidence as a speaker by learning to cope with the platform fright; 3. to learn to use the proper vocal varieties, tempo, and pauses, and their significance in adding quality to a message; 4. to learn about a flowchart of organization of speech and its use for structuring and clarity of a message in speech: 5. to prepare for, and to give short speeches extemporaneously.
CONTENT:	<p>In this, basics of speech course the participants familiarize themselves with the techniques and tips of speaking extemporaneously. Students learn to delineate their speech topic, to conduct audience analysis, prepare a speech outline, prepare and use cue cards. Students develop their platform manners and learn to cope with speech anxiety. By practicing speaking to the public extemporaneously, the students can tap their important character strengths and strengths-to-be in order to develop them further as important assets for life and career. Also they learn to make visuals and practice applying them.</p> <p>THIS COURSE is 98% PRACTICAL.</p>

III. FOR EARNING A POSITIVE GRADE

PREREQUISITES:	Regular attendance and participation in practical exercises in classes by which the speech-buildup and ~giving skills are acquired and speakers' platform manners are learned. Participants in this course also commit themselves to reading all the theoretical materials (on handouts) that are of explanatory character and serve a mind-opening function.
ASSIGNMENTS AND THEIR PERCENTAGE VALUES, CONTRIBUTING TO COURSE POSITIVE GRADE:	Attending and participating in all classes: taking initiative and volunteering in acting out / performing at the episodes of speech elements and speakers' platform manners training = 99%

IV. TIMELINE AND TOPICS

WEEK OF SEMESTER

TOPICS AND ACTIVITIES

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| 1 | Speaker – audience interaction. Essential platform manners. Platform fright and some useful ways to get rid of it. Exercises. |
| 2 | Speech as a structured narrative. Expectations the audience puts on a speech. Flowchart of the organization of speech: speech points and their structure. Speech point development. Exercises. Assignment and instructions for speech 1 provided. |
| 3 | <u>Speech 1</u> : (Introduction speech). Verbal depiction of episodes. Low (vs. high) context in presentation of information. Exercises. |
| 4 | Transitions between speech points and sub-points. Concluding a speech. Logical and emotional compoments of conclusion. Exercises. |
| 5 | Tri-componential structure of Introduction. Exercises. Keeping speech points balanced. Assignment and instructions for speech 2 provided. |
| 6 | <u>Speech 2</u> : (Informative speech). Mimics and gestures. Speech plan. Making and using cue cards. |
| 7 | Using you-attitude in speech. Exercises. Expressing negative messages in positive tone. Exercises. |
| 8 | Creating and using of visuals. Alternating and harmonizing the vocalized and visualized information for more effective presenting and reception of messages in speech. Exercises. Assignment and instructions for speech 3 provided. |
| 9 | The capstone class: developing, organizing and rehearsing the speech, according to the speech plan (based on the flowchart of speech development). Entertaining the audience questions. |
| 10 | <u>Speech 3</u> . The course wraps up. |

V. COURSE TEXTS

1. Dale Carnegie, *The Art of Public Speaking*, released in 2005, available electronically
 2. Notes composed and compiled by the course instructor (distributed as handouts or electronically)
 3. Respective (theme-related) freeware available on the internet.
- BOOKS SUGGESTED TO BE USED AS SUPPLEMENTARY TEXTS:
1. Stephen E. Lucas *The Art of Public Speaking*, McGraw-Hill (any issue that can be available)
 2. Bruce E. Gronbeck, Kathleen German, Douglas Ehninger, Alan H. Monroe *Principles of Speech Communication, Brief Edition* (any issue that can be available)