

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: INTRODUCTION TO SPEECH

Code No.: ENG 145-3

Program: GENERAL ARTS AND SCIENCE

Semester: SECOND (3 Periods per Week for 15 Weeks)

Date: WINTER 1989/90

Author: LANGUAGE AND COMMUNICATION DEPARTMENT

New: X Revision:

APPROVED: *N. Koch* N. Koch
Dean

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Date

Course Description: General Goals And Methodology

This course enables the student to design and deliver speeches of several kinds, and for several purposes and audiences. The carefully designed exercises help build confidence in beginning speakers through knowledge, technique, and practice.

Course Objectives: Specific Learning Behaviors

By the completion of the course students will be able to do the following:

1. Name types of speeches, state the type most appropriate to a given situation and write out the basic format for a speech.
2. Step up to speak with a stride and bearing that conveys enthusiasm and confidence, and maintain rapport with the audience through effective eye contact, posture and delivery.
3. Present an effective demonstration speech.
4. Analyze a speaking situation in terms of audience and purpose, and select appropriate topics and strategies for given speaking situations.
5. Present a five-minute speech in response to a specific purpose and designed for an audience other than the class.
6. Prepare a speech outline which effectively uses appropriate data (as opposed to unsupported generalizations and other propaganda techniques).
7. Deliver an extemporaneous speech in an appropriate tone, and with confidence enthusiasm and sincerity.
8. Use one of several patterns of organizing the discussion part of a speech.
9. Use parallel wording and sentence structure as well as smooth transitions to enhance the organization of a speech.
10. Design and use effective introductions for speeches.
11. Present an effective five-minute extemporaneous speech to inform a specific audience.
12. Present an effective five-minute extemporaneous speech that persuades the audience to accept the validity of the speaker's view of some national issue.
13. Prepare an immediate and effective rebuttal to a speech which has used unethical yet effective techniques of persuasion such as logical fallacies and propaganda techniques.

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14. Present an effective three to five-minute impromptu speech with poise.
15. Use humour appropriately in speeches.
16. Design and deliver an effective speech of fifteen to twenty minutes to an audience other than the class.
17. Participate effectively in panel discussion and debates as a demonstration of acquired skills.
18. Evaluate the speaking skills of their peers and themselves and make specific constructive suggestions for improvement.

Methodology:

A wide variety of learning techniques will provide theoretical knowledge. These will include videos, classroom presentations and discussion, lectures, guest speakers, directed readings, games and programmed materials. The students will then apply this theory by delivering speeches to the class and other audiences, and will evaluate the performance of their peers.

Topics:

A detailed week-by-week and lesson-by-lesson teaching outline is given to students at the beginning of the course.

Testing And Evaluation:

1. With each directed reading the student must complete an "involvement form." These must be completed to pass the course and are graded as "complete" or "incomplete."
2. Each in-class speech will be assigned a letter grade, A, B, C or "incomplete." A student who receives an "incomplete" grade for a speech must do the assignment again, since each exercise must be completed satisfactorily to pass the course. An "A" or "B" grade is given on a first attempt only. An "incomplete" grade can be raised to a "C" only. (Cases of documented hardships such as illness will be treated compassionately.)
3. The final grade will be an average of marks for the assignments, but only when all assignments have been completed satisfactorily. The final mark will be recorded as follows:

A+	consistently outstanding
A	outstanding
B	above average
C	satisfactory
R	repeat (The student has not achieved the objectives and must repeat the course.)

Textbook And Supplies:

1. How to Design and Deliver a Speech by Leon Fletcher
2. Webster's New World Dictionary, third college edition, General Publishing Company
3. Roget's Thesaurus
4. A letter-size manila folder
5. An overhead transparency and one blue/black water-soluble pen

Attendance Requirement:

Because most activities must be completed in class and since the course involves some peer evaluation, regular attendance is mandatory. Failure to appear on a day for which you are scheduled to speak will result in an "incomplete" grade for that assignment.

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2. Each in-class speech will be assigned a letter grade, A, B, C or "incomplete." A student who receives an "incomplete" grade for a speech must do the assignment again, since each exercise must be completed satisfactorily to pass the course. An "A" or "B" grade is given on a final attempt only. An "incomplete" grade can be raised to a "C" only. Cases of documented hardships such as illness will be treated compassionately.
3. The final grade will be an average of marks for the assignments, but only when all assignments have been completed satisfactorily. The final mark will be recorded as follows:

A+	consistently outstanding
A	outstanding
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