

PUBLIC SPEAKING

Course Syllabus 2019-2020

Contact Me:

Email: rphelps@steeleville138.org

Steeleville High School

Room: 8

"If you are not in the process of becoming the person you want to be, you are automatically engaged in becoming the person you don't want to be."

DALE CARNEGIE

Course Description

Public speaking is America's #1 fear and also the #1 quality that employers want their potential hires to have. This course will not cure the fear of public speaking, but instead give students a safe space to practice and gain skills that will allow them to manage and thrive in public speaking situations. In this course students will give numerous speeches throughout the semester and learn to evaluate a speaker to help themselves grow. Students will practice with small, mini speeches and have 3-4 major speech assignments that we will develop, organize, and perform in a respectful classroom environment focused on growth and engagement.

Public speaking can be fun! It should be taken seriously, but do not worry too much. We will talk through speech anxieties and learn coping mechanisms!

THE YEAR AT A GLANCE

SPEECH BASICS

- Body Language
- Modes of Communication
- Voice Control
- Coping with Anxiety

SPEECH TO ENTERTAIN

- Attention Getters
- Audience Analysis
- Timing out Speeches
- Outlining and Preparing Speeches
- Analyzing Purpose

SPEECH TO INFORM

- Relaying Information
- Oral Citations
- Speaker Credibility
- Demonstrative Speech
- Audience Analysis

SPEECH TO PERSUADE

- Monroe's Motivated Sequence
- Persuasion Tactics
- Audience Analysis
- Speaker Credibility

TOP TIPS TO SURVIVE PUBLIC SPEAKING



1. Practice, Practice

Practice.

The more you prepare and practice, the more confident you will be giving your speech!

2. Speak from your heart.

I give you choice over what you speak about (within reason). Pick a topic you truly care about!

3. Swallow your fear

It is not easy to get up and speak in front of a group of people, but it is the BEST skill you will ever learn. This class will become close and open, do your part in making that happen.

4. Accept and Give Feedback

None of us will improve if we do not readily and eagerly accept feedback, both good and bad. Additionally, helping our classmates by giving CONSTRUCTIVE feedback is part of our growth and learning.

COURSE GOALS AND OBJECTIVES

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After successful completion of this course, students will be able to:

- Organize and present a topic orally
- Create a visual aid that is pleasing to the eye and useful to the audience
- Identify Monroe's Motivated Sequence and Aristotle's Rhetorical Devices
- Display body language appropriate for speaking to an audience
- Use appropriate word choice to create lasting effect in an audience
- Gain confidence when asked to speak to a group of people

GRADES

Grades in this course will consist of:

- Impromptu Speeches
- Participation
- Reflections and Written Assignments
- Major Speeches
- Quizzes/Tests



TEACHING METHODS

How Can You Expect to Learn this Year?

Public Speaking is taught through lecture, class discussion, individual conferences, projects, speeches and videos. Students are asked to work together on selected assignments. They are also given notes and handouts for each unit.

ASSESSMENT



- Comprehension may be evaluated through discussion, pop and announced quizzes
- Cooperative group presentation to be evaluated by teacher and/or peers according to rubric detailed with various desirable behaviors that contribute to a quality product
- Successful speaking skills will be evaluated by the teacher as students adhere to the conventions of spoken and written language as well as demonstrate the use of public speaking as a path to communicate universal concepts

-Be a Doer not a Finisher-

CLASSROOM POLICIES AND EXPECTATIONS

FOLLOW THE RULES OR FOLLOW THE FOOLS

Homework Policy

Generally, students will be given plenty of time in class to work on homework that is assigned. On occasion, students will be required to work on homework from home. It is my expectation that students will turn all homework in on the day that it is due. If homework is late, 10% will automatically be deducted from the assignment until one week prior to the end of the quarter, with the exception of bell ringers. I will NOT accept late bell ringers.

If a problem arises, the student must contact me to make other arrangements PRIOR to class. It is impossible for me to make arrangements and exceptions without an open channel of communication. Please, please, please talk to me if you have any issues completing your assignments.

Plagiarism and Cheating

Integrity is something that I, personally, take very seriously. Academic integrity means that any work you turn in as your own, comes from your brain and your brain alone. Research and responding to other people's ideas is encouraged in my class, but students must give credit where credit is due. Any student caught plagiarizing or cheating in any way will be automatically placed to take the final exam in this course. It will also be reported to administration.

Cell Phones and Electronics

Cell phones are a great resource, but they are also a great distraction. There will be times when I will allow cellphones to be used during class but I will always announce it before class. Otherwise, cellphones and electronic devices SHOULD BE PUT AWAY in the proper cell phone charging and storage area when class is in session.

Class Communication

This class will communicate through Google Classroom and email. All students should join the Google Classroom page for their specific class. All assignments, announcements, and reminders will be available on that page.

Outside of school, students can reach me at rphelps@steeleville138.org. I will respond before 7pm during the week and intermittently during the weekend.

Absentee Policy

As per the handbook, students have an equal number of days to make up work for an excused absence. It is the responsibility of the student NOT MS. PHELPS to collect and ask questions for late work. I am available by appt. before and after school or during RTI by request.

If you are missing English for a school sponsored event, you must have all assignments completed on the day you arrive back from the event. No exceptions.

Classroom Rules

The classroom rules are very simple:

Be respectful in every way. Listen when other people are speaking, don't interrupt, don't be rude to others and so on. You are young adults, use your common sense.

- Restroom: You guys are in high school. I think you can manage yourself. Ask me if you have to go so that I know where you are and sign out on the board. Don't abuse it or I will put a limit.
- Classroom Area: Keep it tidy. If there is an obnoxious amount of trash around your school area, I will take a picture as documentation and you will be required to come clean the area to my liking.
- Supplies: You should come to class prepared each day. If you do not have something (pen, paper, etc) you may borrow from a friend or take one from one of the student supply spaces.
 - Daily you should have: Pens, Pencils, Paper/Notebook, and your binder.
- Late Policy: Assignments will be due on different days of the week. I expect your assignment to be in there the day that it is due. If an assignment is late, 10% of the points will automatically be deducted. Bellringers will not be accepted as late work.

Inclusive Statement

You are a very diverse group of students, even if on the surface you all may appear more or less homogeneous. Diversity is a strength in our society. In this class, you will be expected to maintain an open mind to the differences around you, and you are encouraged to place a positive value on those differences.

Racism, sexism, homophobia, classism, ageism and other forms of bigotry are inherent in our culture. We need to learn how to recognize and address statements of these attitudes so that our classroom can be as inclusive as possible. Students are encouraged to acknowledge diversity by listening actively to one another. It is especially important that you listen to students whose opinions differ from your own, arguing with the opinions while remaining respectful of the individual.

Classroom Procedures

Each day upon entering the classroom students will follow the following procedures to ensure they are properly prepared to begin learning:

1. Students will enter the class and sit their supplies down in their designated seating area.
2. Students will make sure they have the appropriate supplies for the day (Pencil, pen, paper, book, etc.) as well as take care of any urgent needs (such as restroom time).
3. Students will communicate with the teacher on any absentee work that may need made up.
4. Students will begin work on the bell ringer posted on the board until the teacher informs them class is ready to begin.

NOTE: Each day students should bring their independent reading book in case there is opportunity for reading time. This is the student's responsibility.

Useful Information for Your Success

Ms. Phelps's Website:

<https://sites.google.com/a/steeleville138.org/ms-phelps/>

Google Classroom Class Code:

Evaluate your body language



Coping with speech anxiety



Outlining The
Speech



Citing your speech



