

The University of Jordan

Faculty: Foreign Languages
Semester: Spring

Department: Linguistics
Academic Year: 2014/2015

Essentials of Public Speaking (2205215)

Credit hours	3 hours	Level	2nd year	Prerequisite	---
Coordinator/ Lecturer	Ms. Nour Suleiman	Office number		Office phone	
Course website		E-mail	Nour.sule iman@ya hoo.com	Place	

Office hours					
Day/Time	Sunday	Monday	Tuesday	Wednesday	Thursday
12:30-2		***		***	

Course Description

The course aims at training students to develop self-confidence, use appropriate body language when speaking in public. It also trains them to speak both impromptu and from notes. Two genres of speech are emphasized: the informative and the persuasive.

Learning Objectives

This course initially aims to develop self-confidence to speak in public within the student body. As this is achieved, the course will also focus on (a) accuracy, clarity, and fluency in using spoken English in both formal and informal contexts; and (b) listening ability in academic settings, for example in seminars, lectures or debates, as well as in social contexts. The overall aim is to improve students' linguistic and communicative competence needed for effective communication with others and enrollment in local and international graduate programs. Further, the course seeks to help students develop their knowledge and skills needed for working in a variety of industries and professions (e.g., tourism, hotels, mass media, business, judiciary, health, and diplomacy), and benefit from the Department's cooperation with similar institutions locally and internationally.

Intended Learning Outcomes (ILOs):

Successful completion of the course should lead to the following outcomes:

A. Knowledge and Understanding: Student is expected to:

A1- appreciate the effectiveness of supporting details or evidence based on the main ideas or arguments they are used to support.

A2- understand the functions of an introduction or conclusion and decide whether they have been fulfilled.

A3- recognize non-verbal techniques that communicate the speaker's confidence and credibility in a sample speech.

A4- demonstrate comprehensive knowledge of effective, ethical public speaking by accurately and thoroughly assessing the qualities of informative and persuasive speeches.

A5- have knowledge and understanding of the techniques required for speaking in public.

B. Intellectual Analytical and Cognitive Skills: Student is expected to

B1- selects, structure and shape subject matter into a coherent and concise speech

B2- explain and analyze the relationship between communication and culture

B3- identify the most effective speech topics, qualities, content, and delivery techniques based on the specific characteristics of an audience.

C. Subject- Specific Skills: Students is expected to

C1- demonstrate the ability to effectively present a discussion to an audience

C2- evaluate the effectiveness of speeches for different types of audiences.

C3- choose the most effective pattern of organization for presenting different types of information to a listening audience.

C4- adapt language and form to audience, purpose and situation where appropriate.

C5- build skills in vocal projection and clarity of speech

C6- match tonal register to audience, purpose and situation where appropriate

C7- use the skills required for speaking in public.

C8- integrate body language, notes and visual aids where appropriate, to support the subject matter and engage the listener.

D. Transferable Key Skills: Students is expected to

D1- use online and library-based research to find and critique the credibility of sources of information.

D2- cite sources of information appropriately, accurately, and clearly in both spoken and written contexts.

Teaching/Learning Methods

Teaching Method	ILO/s
Lectures and Discussions:	All ILO's
Homework and Assignments:	
Projects:	
Presentation	A4, A5, B1, B3, C1, C3-C8, D1- D2

Course Contents

Content	Reference	Week	ILO/s
Introduction	Dale, Paulette & James C. Wolf. 2006. <i>Speech Communication Made Simple</i> . 3 rd Ed. Pearson ESL.	1 st	All ILO's
Developing Self-Confidence		2 nd	All ILO's
Delivering the Message		3 rd	All ILO's
Putting the Speech Together		4 th	All ILO's
Listening/Notes/Main Idea		5 th	All ILO's
Speaking to Inform		6 th	All ILO's
Speaking to Persuade		7 th	All ILO's
Group Discussions		8 th	All ILO's
Interpersonal Communication		9 th	All ILO's
Intercultural Communication		10 th	All ILO's
Thinking on One's Feet		11 th	All ILO's
Idioms & Proverbs		12 th	All ILO's
Symposia		13 th	All ILO's

Learning Methodology

- 1- Lectures and discussion.
- 2- Presentations.

Projects and Assignments

- 1- Delivering and evaluating presentations.
- 2- Participation in Soliya.

Evaluation

Evaluation	Point %	Date
Midterm Exam	30%	
Project	Soliya 10%	
Assignments	10%	
Homework		
Final Exam	50%	

Main Reference/s:

Dale, Paulette & James C. Wolf. 2006. *Speech Communication Made Simple*. 3rd Ed. Pearson ESL.

References:

Marrs, Carol. 1992. *The Complete Book of Speech Communication: A Workbook of Ideas and Activities for Students of Speech and Theater*. Meriwether Publication.

Intended Grading Scale

0-39	F
45-49	D⁻
50-54	D
54-69	D⁺
60-64	C⁻
65-69	C
70-73	C⁺
74-76	B⁻
77-80	B
81-84	B⁺
85-89	A⁻
90-100	A

Notes:

- Concerns or complaints should be expressed in the first instance to the module lecturer; if no resolution is forthcoming, then the issue should be brought to the attention of the module coordinator (for multiple sections) who will take the concerns to the module representative meeting. Thereafter, problems are dealt with by the Department Chair and if still unresolved the Dean and then ultimately the Vice President. For final complaints, there will be a committee to review grading the final exam.
- For more details on University regulations please visit:
<http://www.ju.edu.jo/rules/index.htm>