

# Catholic Central High School

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**Instructor:** Catherine Costantini  
Public Speaking  
2<sup>nd</sup> Period  
[ccostantini@steubenvillecatholiccentral.org](mailto:ccostantini@steubenvillecatholiccentral.org)  
264-5538

## Course Overview:

This course studies all the fundamentals of speech and the application of these basics to actual public speaking. Exercises in reducing fear of speaking in class or in front of an audience are taught. Students are involved in role playing and pantomimes, as well as the regularly prepared formal speech. Both the mechanics of speech and individual style are stressed. While speeches are given, students have extensive practice in critiquing one another's work.

## Goals of the Course:

- Examine the purpose, goals, and basic elements of effective speech communication.
- Select and use effective speaking strategies for a variety of audiences, situations and purposes.
- Demonstrate effective nonverbal language skills that enhance oral presentation
- Give informational presentations that contain a clear perspective, present ideas from multiple sources in logical sequence and include a consistent organizational structure.
- Give persuasive presentations that structure ideas and arguments in a logical fashion, clarify and defend positions with relevant evidence and anticipate and address the audience's concerns.
- Give presentations using a variety of delivery methods, visual displays and technology
- Evaluate the clarity, quality, effectiveness and overall coherence of key points, arguments, evidence, organization of ideas, delivery, diction and syntax.
- Use a variety of strategies to enhance listening comprehension.
- Identify and analyze examples of rhetorical devices and valid and invalid inferences.
- Develop an acceptable level of comfort when speaking in public
- Development of characteristics that mark a good listener as well as an understanding of the role of the audience member

## Texts in Use/Resources

- Primary text used:
  - *Speech: Exploring Communication*, J. Regis O'Connor, National Textbook Company, c. 1996

## Course Requirements:

- Attendance within the requirements set by school policy; that is, no more than eight (8) absences per quarter unless due to extended illness (4 or more consecutive days) verified by a doctor's statement.
- Unit tests and quizzes; homework assignments as needed
- Full participation in individual and group presentations and speeches given to the class
- Active listening resulting in the constructive evaluation of speeches presented by classmates

## Course Evaluation/Assessments

- Tests – announced 40%
- Quizzes – unannounced and announced 30%
- Homework as assigned 10%
- Participation 20%

**Units of Study:**

- Elements of Communication
  - The Need and Effects of Communication
  - The Process of Communication
  - The Importance of Listening
- Interpersonal and Group Communication
  - One-to-One Communication
  - Group Discussion
- Preparing for Public Speaking
  - Building Confidence
  - Preparing a Speech
  - Choosing Effective Language
  - Delivering a Speech
- Types of Public Speaking
  - Speaking to Inform
  - Speaking to Persuade
- Mass Communication
- Oral Interpretation

**General Remarks:**

Tests and quizzes will be based on the material presented in the text in use. Students must commit to reading the prescribed assignments in order to come to a complete understanding of the process as outlined there. Other activities and projects will be assigned as student needs determine and will be calculated into the grade in a manner appropriate to the scope of the work needed to complete the assignment. Homework will be assigned as needed as well.

Unlike core courses, the participation average will reflect a considerable portion of the final grade. Students are expected to participate fully, not only when giving presentations, but also when listening and evaluating the presentations given by other students. In this way, they will provide their classmates with constructive comments in the form of structured critiques to aid in the development of good speaking skills for others and develop their own effective listening skills. In all cases, respect for classmates must be shown and the rules of common courtesy maintained, even when, and perhaps especially when, reviewing the work and efforts of others.