



南京航空航天大学

Nanjing University of Aeronautics and Astronautics

Syllabus

Course No.	1900769W	College	CFL	Dept.	English
Teacher	Liu Jing				
Time	2022.12.19—2023.01.06				
Course Name	English	Public Speaking			
	Chinese	公共演讲			
Course credit hours	Total	Theory	Office Hour or Practice	Credits	
	70	60	10	12.0	
Course description : This course helps students learn and apply the major strategies, concepts, and principles of public speaking. Students should gain both understanding and practice in researching, preparing and delivering speeches. This course covers several of the major varieties of speeches used to address real world situations, including instructing, informing, persuading, and praising.					
Course Goals Students should expect to gain practice and learn the following: <div>1. Effectively deliver speeches in a number of public forums and formats. 2. Apply the requisite techniques used to research, organize, and script a speech. 3. Perform constructive criticism of peers and public figures. 4. Speak extemporaneously and field questions on prepared topics. 5. Adapt arguments and speaking styles to different audiences.</div>					
Requirements for courses; ability and knowledge in advance					
None					
Course structure explanation: Make clear the necessary parts, optional parts, distribution of hours. Courses with experiments or practice are expected to explain credit hours needed, content, scheme and functions.					
Tentative Schedule WEEK ONE: Overview of the course Informal speeches of introduction Assign Speech 1: “How-to” Speech Discuss criteria for topic selection					

In class activity: delivering one-minute speech
Topic selection and narrowing
Read: Lucas, The Introduction

Introductions to speech 1 due
Workshop: introductions
In class activity: delivering one minute speech
Discuss: Topics, thesis, organization

Main points to speech 1 due
Workshop: main points
Read: Lucas, Main Points
In class activity: practicing delivery of speech 1

“How-to” Speeches Due

Review of speech evaluations, understanding criteria for evaluation
Assign Speech 2: Commemorative Speech (to praise)

WEEK TWO:

Student feedback and evaluation of speeches
Introductions to speech 2 due
Workshop: introductions
Read: Lucas, Commemorative Speeches
In class activity: delivering one minute speech

Main points to speech 2 due
Workshop: main points
Read: Lucas, Supporting your ideas
Read: Lucas, Building Credibility
Discuss: Audience adaptation

Draft of complete speech 2 due
Workshop: drafts of speech 2
In class activity: practicing delivery of speech 2 and timing
Read: Lucas, Using Language
Read: Lucas, Using Language Effectively

Speeches to Praise Due

Student feedback and evaluation of speeches
Assign Speech 3: Informative Speech
Read: Lucas, Types of Informative Speeches Read:

Lucas, Guidelines for Informative Speaking

WEEK THREE:

Introductions to Speech 3 due
Workshop: introductions
Read: Lucas, Citing Sources Orally
Read: Lucas, Connectives
Discuss: transitions

First main point of speech 3 due
Workshop: first main points
Read: Lucas, Delivery
In-class activity: delivering one minute speech

WEEK FOUR:

Completed draft of speech 3 due
Workshop transitions and conclusions
In class activity: practicing delivery of speech 3, timing
Read: Lucas, Outlining the speech

Speeches to Inform Due / Outlines Due

Student feedback and evaluation of speeches
Assign speech 4: Persuasive Speech
Discuss topic selection, organization
Read: Lucas, The Importance of Persuasion
Read: Lucas, Persuasive Speeches
Read: Lucas, Using Evidence

WEEK FIVE:

Introductions to speech 4 due
Workshop: Introductions
Thesis and organization
In class activity: delivering one minute speech
Completed drafts of speech 4 due
Workshop: drafts
Practice: delivery of speech 4, timing

Student feedback and evaluation of speeches
Final Exam Review
In class Self Evaluation Report
Review
Final Exam
Conclusion of course

Course evaluations

Teaching methods (Lectures, practice, etc)

The course will be developed with such methods as lectures, discussion, research and presentation and writing assignments

Forms of evaluation and requirements

Structure of the final grade(including presence, class performance,), focus of exam, forms of exam(test, interview, final report, etc)

Grade Scale

Required assignments and their value toward your overall grade in the class:

“How-to” Speech 10% (3-4 minutes)

Speech to Praise 15% (3-4 minutes)

Informative Speech 20% (4-5 minutes)

Persuasive Speech 25% (5-6 minutes)

In class assignments, homework and participation

15% Final Exam 15%

Assignments and examinations will be graded according to the following grade scale

C	93-100	B-	80-82	D+	67-69
A-	90-92	C+	77-79	D	63-66
B+	87-89	C	73-76	D-	60-62
B	83-86	C-	70-72	F	0-59

Grades are not rounded up or curved.

Students are expected to maintain high standards of academic honesty. Specifically, unless otherwise directed by the professor, students may not consult other students, books, notes, electronic devices or any other source, on examinations. Failure to abide by this may result in a zero on the examination, or even failure in the course.

	Name	Publisher	Author	Year	Price
Textbook	<i>Lucas, Stephen E. The Art of Public Speaking</i>	McGraw-Hill	Lucas, Stephen E		
References	Name	Publisher	Author	Year	Price

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