

Syllabus

Fall Quarter 2024

- Course number: EN230
- Course title: Oral Communication
- Instructor: Ms. Sophia Fernandez
- Office hours: Online by email appointment
- Class location: On campus
- Credit hours: 4 units/ 40 hours
- Course length: 11 weeks
- Course schedule: Wed 2:30PM

Course Description:

This course introduces students to the principles and practices of effective oral communication, exploring a range of rhetorical styles, including slam poetry, spoken word, debate, and business communication. Emphasis will be placed on developing critical listening, speaking, and presentation skills. Through hands-on activities, students will learn to articulate their thoughts, construct persuasive arguments, and engage various audiences with clarity and confidence.

Learning Outcomes:

1. Understand and apply principles of effective oral communication across different contexts.
2. Identify and use various rhetorical styles, including slam poetry, spoken word, debate, and business presentations.
3. Develop and deliver speeches and presentations that demonstrate clarity, coherence, and persuasiveness.
4. Critically analyze and evaluate oral communication in public settings.
5. Demonstrate proficiency in business communication, including delivering reports, pitches, and professional presentations.

Required Texts and Materials:

1. Exploring Public Speaking - 4th Edition (Open Access text will be available in Populi)
2. Selected readings and articles provided via Populi (Library and Learning Management System)
3. Notebook or journal for in-class activities and reflections.

Course Outline:

Week 1: Introduction to Oral Communication

- **Topics:**

- Course overview and objectives
- Importance of oral communication skills
- Basics of rhetoric: ethos, pathos, logos
- **Activities:**
 - Icebreaker speaking activities
 - Introduction speeches
- **Assignments:**
 - Read Chapter 1 of Exploring Public Speaking

Week 2: Principles of Effective Public Speaking

- **Topics:**
 - Audience analysis and engagement
 - Structuring a speech (introduction, body, conclusion)
 - Overcoming speech anxiety
- **Activities:**
 - Analyzing famous speeches
 - Speech structure exercise
- **Assignments:**
 - Prepare a short introductory speech
 - Read Chapter 2 and 3 of Exploring Public Speaking

Week 3: Slam Poetry and Spoken Word

- **Topics:**
 - History and evolution of slam poetry and spoken word
 - Techniques and elements of slam poetry
 - The role of personal voice and storytelling
- **Activities:**
 - Watch and analyze slam poetry performances
 - Writing and performing a personal poem
- **Assignments:**
 - Write and prepare to perform a short slam poem
 - Read articles on slam poetry (provided on LMS)

Week 4: Debate and Argumentation

- **Topics:**
 - Fundamentals of debate structure (proposition, opposition, rebuttal)
 - Building and defending arguments
 - Logical fallacies and counterarguments
- **Activities:**
 - Group debate practice
 - Analyzing debate recordings

- **Assignments:**
 - Prepare for a class debate on a current issue
 - Read Chapter 6 of Exploring Public Speaking

Week 5: Storytelling and Narrative Techniques

- **Topics:**
 - Importance of storytelling in communication
 - Elements of an engaging narrative
 - Techniques for effective storytelling
- **Activities:**
 - Storytelling exercises in pairs
 - Analyzing TED Talks with strong narrative elements
- **Assignments:**
 - Write and present a personal narrative
 - Watch a TED Talk and write a reflection

Week 6: Midterm Presentations

- **Topics:**
 - Midterm speech presentations
- **Activities:**
 - Deliver a prepared speech in front of the class
 - Peer feedback and self-reflection
- **Assignments:**
 - Prepare and practice for the midterm speech
 - Submit a self-reflection on the midterm presentation

Week 7: Business Communication: Reports and Pitches

- **Topics:**
 - Elements of professional communication
 - Structuring a business report and elevator pitch
 - Visual aids and presentation software (e.g., PowerPoint)
- **Activities:**
 - Crafting and delivering an elevator pitch
 - Business report presentation practice
- **Assignments:**
 - Prepare a draft of a business report
 - Read Chapter 10 of Exploring Public Speaking

Week 8: Persuasion and Influence

- **Topics:**
 - Techniques for persuasive communication

- The psychology of persuasion
- Ethical considerations in persuasive speech
- **Activities:**
 - Analyzing persuasive advertisements
 - Practicing persuasive speech delivery
- **Assignments:**
 - Develop a persuasive speech topic
 - Read Chapter 14 of Exploring Public Speaking

Week 9: Panel Discussions and Group Presentations

- **Topics:**
 - Dynamics of group communication
 - Organizing and moderating panel discussions
 - Collaborative presentations
- **Activities:**
 - Group project work sessions
 - Panel discussion practice
- **Assignments:**
 - Prepare for a group panel discussion
 - Read article on group communication (provided on LMS)

Week 10: Reviewing and Refining Skills

- **Topics:**
 - Feedback techniques for oral presentations
 - Refining delivery style and body language
 - Preparing for the final presentation
- **Activities:**
 - Peer review sessions
 - One-on-one coaching

Assignments:

- Finalize the speech for the final presentation
- Practice with a peer outside of class

Week 11: Final Presentations

- **Topics:**
 - Delivery of final speeches/presentations
- **Activities:**
 - Present final project to the class
 - Class discussion and feedback

- **Assignments:**
 - Submit a final self-assessment
 - Complete a course feedback survey

Grading and Evaluation:

- Participation and In-Class Activities: 20%
- Slam Poetry Performance: 10%
- Midterm Speech Presentation: 20%
- Debate Performance: 10%
- Business Report Presentation: 10%
- Persuasive Speech: 10%
- Final Presentation: 20%

Course Policies:

1. **Attendance:** Regular attendance is required. More than two unexcused absences may result in a lowered final grade.
2. **Participation:** Active participation in discussions and activities is essential for a successful learning experience.
3. **Deadlines:** Assignments must be submitted on time. Late submissions will result in a deduction of points unless prior arrangements are made.
4. **Academic Integrity:** Plagiarism or cheating will not be tolerated and may result in failure of the assignment or course.
5. **Accommodations:** Students with disabilities are encouraged to contact the instructor to discuss necessary accommodations.

Additional Resources:

- Online Speech Databases: [Links TBD]
- Recommended YouTube Channels [TEDx Talks, etc TBD]