

National Tsing Hua University
中高級選讀英文 [演說與簡報 / Public Speaking]
 Fall 2024 Tentative Syllabus



Course Information

Course Number	LANG 2000001 & 06	Credits	2	Classroom	General Bldg. 204
Class Hours	Monday 1:20 P.M. – 3:10 P.M. / 3:30 P.M. – 5:20 P.M.				
Course Type	<input type="checkbox"/> EGP (English for general purposes) <input type="checkbox"/> EAP (English for academic purposes)				
Language Level	B2 (upper intermediate)				
Core Ability	<input type="checkbox"/> communication/interaction <input type="checkbox"/> production				
Proficiency Level	<input type="checkbox"/> Proficient <input type="checkbox"/> Upper-intermediate				
Prerequisites	建議英語聽力、口說、文法、句構及辭彙量達中高級，並修畢本校英語必修課程【中高級英文三】或【中高級英文一/二】				
Additional Sign-up	本課程僅接受 (但不保證) 第一堂到課學生，加簽人數最多 2-3 名。 This course only accepts (but does not guarantee) students who attend the first class. The maximum number of additional sign-ups is 2-3 students.				

Instructor & Contact Information

Name	Email	Office & Tel	Office Hour
黃嘉瑜 Yvonne Huang	yvonne.nthu@gmail.com	General Bldg. 212 #34395	Thr. 1-3 pm @ General Bldg. 212 By appointment only http://140.114.41.17/consultation/

Course Aims / Description

1. Primary aim

The primary goal of the course is to help students develop and refine their public speaking skills in general settings, where topics and strategies to be covered include verbal (e.g. audience & occasion analysis, speech organization) and nonverbal (e.g. body language & visual aides) delivery, to name only a few. In order to facilitate students' learning from doing, the lessons will focus on a particular theme, and discussions pertinent to that theme will be carried out each week.

Students are expected to actively participate in a range of presentation exercises and contribute their viewpoints to the in-class discussions. Therefore, students (rather than the lecturer) are at the center of this course and will be encouraged to:

- take every opportunity to take the stage,
- share and exchange their viewpoints on what compose a good speech/presentation, and
- give their critiques on their own performance as well as their colleagues'.

Individual and group projects will be designed and presentations will be given by students on a regular basis throughout the semester. Students will thus have to actively participate in speech

delivery and peer's critiques almost every week.

2. Subsidiary aims

A great variety and amount of presentation exercises, and accuracy-based and fluency-based activities linking grammatical and communicative functions will also help students gain the opportunity to personalize the learned language, to organize & deliver their ideas in a logical way, and to express their viewpoints in a confident manner.

Academic Linguistic Skills to be acquired include

- identifying appropriate reading techniques,
- following discussions between multiple texts or reports,
- taking notes,
- following an account of the development of ideas over time,
- following discussions between multiple speakers,
- exchanging and challenging ideas appropriately (in academic discussion),
- creating a presentation to report results, and
- getting familiar with discourse patterns (the structure of persuasive, argumentative, and informative texts).

英文核心能力指標 University Student Core Competency Indicators

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|--|-----|
| 1. 英語溝通與表達能力 (ability to communicate and express oneself in English) | 20% |
| 2. 深度分析與組織思考的能力 (ability to think critically and organize ideas logically in English) | 20% |
| 3. 英語學習策略與技巧 (knowledge of English learning strategies and techniques) | 20% |
| 4. 對英語與多元文化的國際視野 (global views of English and multicultural diversity) | 20% |
| 5. 善用英語學習資源，培養獨立學習英語的習慣與能力 (ability to use existing English learning resources and development of independent self-learning habit) | 20% |

Classroom Languages

English 100% Mandarin 0%

Grading Scheme

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|--------------------------------|-----|-------------------------------------|-----|
| ■ Attendance and participation | 15% | ■ Model speech sharing & discussion | 15% |
| ■ Speeches | 30% | ■ Final Presentation & evaluations | 20% |
| ■ Self and peer critiques | 20% | | |

Class Activities

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|--|------------------------------------|
| ■ Lectures with PPT slides | ■ Model Sample Deconstruction |
| ■ Handouts, Worksheets & Assignments | ■ Student Presentations |
| ■ In-class (pair / group) discussion | ■ Take-home Self & Peer Evaluation |
| ■ Thought-provoking questions & discussion | |

Declaration for Student Use of AI

Conditionally Open. Please Specify the Usage of Generative AI in Course Output:

- Students are allowed to use generative AI tools, but they should specify the use of AI in their course output and provide relevant citations or links.
- Students are permitted to use generative AI tools, and they should explain the usage of AI tools and

relevant parameter settings in their course output.

Teaching materials and References

Textbook(s)	No Textbook (Handouts will be distributed in class or E-files uploaded on eeclass)
Learning/Resource Platforms	<ol style="list-style-type: none"> 1. Official TED Talks website 2. <i>Public Speaking Matters</i>, 2nd edition, by Kory Floyd, Mc Graw Hill Education, ISBN 978-1-260-28738-6 3. <i>TED Talks – The Official TED Guide to Public Speaking</i>, by Chris Anderson, Mariner Books, ISBN 978-1-328-71028-4 4. <i>跟TED學表達·讓世界記住你</i>, by Carmine Gallo (羅雅萱、劉怡女譯), 先覺出版, ISBN 978-986-134-231-3 5. <i>50 Ways to Improve Your Presentation Skills in English... without too much effort!</i>, by Bob Dignen, Summertown Publishing, ISBN 978-1-902741-86-4 6. <i>The Art of Public Speaking</i>, by Stephen E. Lucas, McGraw Hill, ISBN 978-1-259-09567-2 7. <i>英語簡報演說技巧</i>, by 黃玟君, 眾文圖書公司, ISBN 978-957-532-483-4 8. <i>圖表簡報術</i>, by Cole Nussbaumer Knaflic (徐昊譯), 商業週刊, ISBN 978-986-92835-3-3 9. <i>Getting Started in Public Speaking</i>, by James Payne & Diana Prentice Carlin, National Textbook Company, ISBN 0-8442-5597-1 10. <i>Public Speaking in English for Chinese Students</i>, by Johanna E. Katchen, The Crane Publishing Co., LTD., ISBN 957-2053-87-6 11. <i>愈忙愈要學英文簡報</i>, by Quentin Brand, Beta Multimedia Publishing, ISBN 967-729-436-7

Class Rules

1. **Class attendance, lesson preparation and active class participation** are required.
 - ✚ Attendance will be taken frequently throughout the semester. If absent in case of uncontrollable situations (e.g. illness, emergency, important occasions, etc.), **a valid proof** should be provided **WITHIN TWO WEEKS**. (medication bag from accredited hospitals can be seen as a valid proof.) **FIVE absences or THREE unexcused absences will yield a failing grade.**
2. Absence from a class is **NO** excuse for not knowing the assignment and what has been discussed in that class. **It is YOUR responsibility to ask your fellow classmates what has been covered and what will be doing in the class.**
3. There will be **NO make-up exams/presentations** unless valid and official reasons for absence are presented **beforehand**.
4. The handouts given in the class should be kept at least till the end of the semester for later reference or final exam.
5. Cellular **phone** should be turned off during the two-hour class period.

Detailed Syllabus

Wk.	Date	Main Content	Class Activities
1.	9/2	Course Description & Introduction	Class orientation

2.	9/9	The Importance of Public Speaking	<ul style="list-style-type: none"> ➤ Typical situations ➤ Opportunities ➤ Risks & Solutions ➤ 4 fundamental elements
3.	9/16	Audience Analysis	<ul style="list-style-type: none"> ➤ Demographic analysis ➤ Facts & information about audience
4.	9/23	Student's 1st Presentation	<ul style="list-style-type: none"> ➤ Individual ➤ Self introduction ➤ Self & peer evaluation
5.	9/30	Occasion Analysis	<ul style="list-style-type: none"> ➤ Occasion analysis ➤ Attitude analysis
6.	10/7	Speech Purposes	<ul style="list-style-type: none"> ➤ Major speech purposes & their specific occasions
7.	10/14	Student's 2nd Presentation	<ul style="list-style-type: none"> ➤ Introduction remark ➤ Individual ➤ Self & peer evaluation
8.	10/21	Organizing a Speech	<ul style="list-style-type: none"> ➤ Organizational patterns ➤ Outlining strategies ➤ transitions
9.	10/28	Introductions & Conclusions	<ul style="list-style-type: none"> ➤ Purposes of introduction ➤ Factors for an effective intro. ➤ Conclusion strategies
10.	11/4	Student's 3rd Presentation	<ul style="list-style-type: none"> ➤ individual ➤ Dubbing recitals ➤ Self & peer evaluation
11.	11/11	Body Language	<ul style="list-style-type: none"> ➤ Aspects in body language ➤ Do's & don'ts in body language
12.	11/18	Visual Aids	<ul style="list-style-type: none"> ➤ Kinds of visual aids ➤ Do's & don'ts in visual aids
13.	11/25	Model Speech & Discussion #1	<ul style="list-style-type: none"> ➤ <i>Lies, Damned Lies and Statistics (about TED Talks)</i> ➤ Script analysis ➤ Structure & elements of effective delivery
14.	12/2	Model Speech & Discussion #2	<ul style="list-style-type: none"> ➤ <i>The Fringe Benefits of Failure, and the Importance of Imagination</i> ➤ Script analysis ➤ Structure & elements of effective delivery
15.	12/9	Model Speech & Discussion #3	<ul style="list-style-type: none"> ➤ <i>Your Body Language Shapes Who You Are</i> ➤ Script analysis ➤ Structure & elements of effective delivery
16.	12/16	Final Presentation	<ul style="list-style-type: none"> ➤ Group ➤ Sharing extra public speaking skills/strategies