



Shanghai Jiao Tong University

EN903 Public Speaking

Instructor Information	TBD		
Term	March 22, 2021 - June 11, 2021	Credits	4 units
Class Hours	Once per week, 200 mins per teaching day		
Discussion Sessions	2 hours each week, conducted by teaching assistant(s)		
Total Contact Hours	66 contact hours (1 contact hour = 45 mins, 3000 mins in total)		
Required Texts (with ISBN)	Lucas, Stephen E. The Art of Public Speaking, 11th edition (McGraw- Hill, 2011) electronic textbook version.		
Prerequisite	N/A		
The course might be moved to online delivery due to COVID-19 pandemic. Students will be notified once the decision is made.			



Course Overview

This course introduces students to the principles of public speaking, and prepares them to speak with credibility and confidence. It covers several of the major varieties of speeches used to address real world situations, such as instructing, informing, persuading, and praising. Students will practice preparing and delivering these speeches, and learn how to address audiences respectfully, persuasively on significant matters.

Course Goals

Students should expect to gain practice and learn the following:

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.

Grading Policy

Assignment	Percentage
How To	15%
Informative	20%
Persuasive	25%
Special Occasion	20%
Participation	10%
Attendance	10%

Grading Scale

Number grade	Letter grade	GPA
90-100	A	4.0
85-89	A-	3.7
80-84	B+	3.3
75-79	B	3.0
70-74	B-	2.7
67-69	C+	2.3
65-66	C	2.0
62-64	C-	1.7
60-61	D	1.0
≤59	F (Failure)	0



Class Schedule

Date	Lecture	Readings
Week 1	Overview of the class and course policies Activity: Introductions Introduce first assignment, “How-To Speech” Activity: Group speech	Read: Lucas “Speaking” Pages 3- 5, 15, 36-38. Read: Lucas “Listening” 53-55
Week 2	Discuss topic selections, main points, and organization Activity: Work on outlines. In class practice: “How-To Speech”	Select topics for how to speech. Finish “How-To Speech”
Week 3	Due: “How-To Speeches”	None.
Week 4	Introduce “Informative-Speech” assignment. In-class exercise: Impromptu speeches Videos Top 10 Greatest Speeches and American History through speeches	Read: Lucas “Citing Sources” 159-162 Read: Lucas “Supporting Your Ideas” 142-156
Week 5	Workshop “Informative Speech” (Topic, Thesis, etc.)	Finish: Informative Speech
Week 6	Due: “Informative Speeches”	Peer Review: Informative Speech
Week 7	Introduce: “Persuasive Speech” Assignment In class exercise on vivid description and figures of speech.	Read: Lucas “Using Language Effectively” 221-230 Read: Lucas “Speaking Persuasively” 300-304
Week 8	Discuss: Strategies for creating a persuasive speech. In class exercise on creating and delivering persuasive speeches.	Read: Lucas “Speaking Persuasively” 305-317 Finish: “Persuasive Speech”
Week 9	Due: “Persuasive Speech”	None



Week 10	Introduce: “Special Occasion (Commemorative) Speech” Film: The King's Speech	Read: Lucas “Commemorative Speeches”358 Read: Lucas “Multiculturalism” 22-25
Week 11	In class workshop for the “Special Occasion Speech” In class exercise: “The Thank You” Speech	Finish: Special Occasion (Commemorative) Speech Peer Review: “Special Occasion (Awards) Speech”
Week 12	Special Occasion Speeches	