

Name of School:

Name of Course: **Speech**

### Instructor Information

**Name:**  
**E-mail address:**  
**School phone number:**  
**Web page address:**  
**Best times to be reached:**

### Course Description

*Basic Speech* is a beginning course aimed at developing poise and confidence in group speaking situations. The course deals with the fundamentals of speaking and listening in everyday life. The student learns to organize and to present speeches before class audiences. Emphasis is placed on speaking, using different forms of organization and delivery. An introduction to group discussion, debate, media, and parliamentary procedure may be included, as may various types of special occasion speeches.

### District Standards and Power Benchmarks

**Standard:** Students will apply reading, writing, and speaking skills to communicate effectively.

**Grade Level Benchmarks:**

- Students will be able to communicate in group discussions and formal presentations.
- Students will be able to evaluate their own and others' effectiveness.
- Students will be able to locate and organize specific data to support and document a viewpoint.
- Students will use appropriate language and vocabulary for the audience and situation.
- Students will demonstrate confident delivery techniques in a variety of modes.
- Students will analyze, synthesize, and evaluate verbal and nonverbal messages.
- Students will be able to use problem-solving strategies.
- Students will be able to use technology to enhance process and presentation.

### Course Information

*Basic Speech* is a one-term (9 weeks) required class that earns .5 credit upon completion. There are no prerequisites for this class; however, it must be completed either in the ninth or tenth grade.

## Course Outline/Calendar

- **Unit 1:** Communication with Self and Others
- **Unit 2:** Communication Process
- **Unit 3:** Group Communication
- **Unit 4:** Construction and Delivery of Speech
- **Unit 5:** Informative Speaking
- **Unit 6:** Persuasive speaking
- **Unit 7:** Oral Interpretation
- Five major speaking experiences are required. Other opportunities will be offered.
- Required academic vocabulary instruction

## Text/Other Required Materials/Resources

- *Basics of Speech*
- Spiral notebook/loose leaf paper/disk or USB drive
- Three ring-binder with dividers/two pocket folder
- Blue or black ink pen
- 3 x 5 note cards/ 4 x 6 note cards
- Additional costs may be incurred if printing in the LMC: 10 cents per printed page

## Additional Texts/Materials/Resources

## Instructional Procedures & Support

- A variety of teaching methods and strategies will be used, e.g., direct instruction, cooperative groups, graphic organizers, note taking, and framing.
- Students will receive verbal and written instructions for major assignments.
- Students may come in for additional assistance before or after school. A time should be arranged with the teacher in advance.

## Classroom Management Procedures

### Assessment Plan

Points are accumulated through class participation, activities, quizzes, and speeches. Speeches are worth more points than other activities; therefore, completing the speeches is essential to earn a passing grade.

<b>QUARTER</b>	<b>MIDTERM</b>	<b>END OF QUARTER</b>
Quarter 1	Tuesday, Sep. 25, 2007	Thursday, Oct. 25, 2007
Quarter 2	Friday, Nov. 30, 2007	Tuesday, Jan. 15, 2008
Quarter 3	Wednesday, Feb. 20, 2008	Friday, Mar. 21, 2008
Quarter 4	Wednesday, Apr. 30, 2008	Tuesday, Jun. 3, 2008

### Grading System

Grades are determined on a cumulative point system, which is then converted to a percentage. The Davenport Community Schools' district percentage grading scale is as follows:

- A: 92 – 100%
- B: 83 – 91%
- C: 68 – 82%
- D: 60 – 67%
- F: 59% and below