

**English Department**  
**COURSE TIMELINE FOR: Public Speaking**  
**TOWNSHIP OF OCEAN High School**

	1	2	3	4	5	6	7	8	9	10
<b>MP 1</b>	<b>Unit I- Introduction to Public Speaking</b> Introductions, The Shoebox Exercise, The Toast			The Acceptance Speech Selling A Product			The Pet Peeve Speech (written manuscript) Impromptu- The Fortune Cookie			The How-To Or Demonstration
	11	12	13	14	15	16	17	18	19	20
<b>MP 2</b>	<b>Unit II- Public Speaking for the High School and College Student</b> The Interview (for a summer job or for acceptance to a college)		The Persuasive Speech: Choosing a topic, how to outline and write, how to deliver from a manuscript.			The Informative Speech, Using visual aids and speaking from notecards.		Students will choose between: The Acceptance Speech and The Personal Narrative Speech  Famous Speeches in History		
	21	22	23	24	25	26	27	28	29	30
<b>MP 3</b>	<b>Unit III- Public Speaking in Business</b> The Career Interview		The Presentation (of a new product, idea, or an appeal for funding for a project or business)		The Cold Call Extemporaneous marketing call to a potential client		The Panel Discussion			Motivational Speaking and Fielding Questions
	31	32	33	34	35	36	37	38	39	40
<b>MP 4</b>	<b>Unit IV- Public Speaking in the Media</b> The Movie/Television Review (written manuscript)			The News/Special Interest Story			The News/Human Interest Interview			Careers in Public Speaking

<b>Month</b>	Marking Period 1
<b>Topic</b>	Introduction to Public Speaking
<b>Essential Questions</b>	
<p>What will a student gain from studying public speaking?</p> <p>What is the importance of oral communication?</p>	
<b>Enduring Understandings</b>	
<p>Through studying public speaking, a student will demonstrate confidence when speaking before a group or when conversing in a casual atmosphere.</p> <p>Oral discussion helps to build connections to others and create opportunities for learning.</p> <p>Effective speaking is a life skill applicable to all areas of everyday and professional living.</p>	
<b>NJCCCS</b>	3.3.12.A.3, 3.3.12.B.6, 3.3.12.C.2, 3.3.12.D.1, 3.3.12.D.3, 3.3.12.D.6
<b>Key Concepts and Skills</b>	
<p>Students will discover that oral language is a tool for communicating, thinking and learning.</p> <p>Students will demonstrate confidence when speaking before a group or when conversing in a casual atmosphere.</p> <p>Students will be able to deliver speeches for personal expression, persuasion and entertainment.</p> <p>Students will evaluate speeches using a clearly defined rubric.</p> <p>Students will use the voice as a communication tool.</p> <p>Students will begin to refine and develop articulation and vocabulary for effective speaking.</p>	
<b>Learning Activities</b>	
<ol style="list-style-type: none"> <li>1. Introductions</li> <li>2. The Shoebox Exercise: Place 5 objects in a shoebox and tell the story behind them.</li> <li>3. The Toast: for a wedding, birthday, anniversary graduation, new job, etc.</li> <li>4. The Acceptance Speech (brief): Create your own award and write a short acceptance speech.</li> <li>5. Sell a Product (brief): Present a short advertisement, to be videotaped if possible.</li> <li>6. Pet Peeve Speech: written and performed from a manuscript</li> <li>7. Impromptu Speech: The Fortune Cookie Speech</li> <li>8. The How-To Speech: Demonstration</li> </ol>	
<b>Assessments</b>	
<p>Students will be assessed through the use of clearly defined rubrics which then will be evaluated by the teacher.</p> <p>Written speeches will be graded by rubric and by the teacher for content and delivery.</p>	

<b>Month</b>	Marking Period 2
<b>Topic</b>	Public Speaking for the High School and College Student
<b>Essential Questions</b>	
<p>How does a public speaking course help a student prepare for high school and college?</p> <p>Does Public Speaking enhance a student's writing and thinking skills?</p>	
<b>Enduring Understandings</b>	
<p>Secondary and post-secondary courses often require oral presentations, and public speaking experience will develop self-confidence, good judgment and imagination in the student.</p> <p>Public Speaking will prepare the student for a college interview by instilling confidence and improving overall articulation and vocabulary.</p> <p>As does an essay, the speech must be well researched, logical and organized. The speaker must organize large quantities of material into concise, cogent paragraphs which include and introduction, body, and conclusion.</p>	
<b>NJCCCS</b>	<b>3.3.12.C.1, 3.3.12.C.2, 3.3.12.D.1-6</b>
<b>Key Concepts and Skills</b>	
<p>Students will learn how to research, organize, and prepare a speech for presentation.</p> <p>Students will develop the ability to deliver a variety of speeches including: persuasive, informative, personal or narrative, and acceptance.</p> <p>Students will be able to use a variety of organizational strategies (e.g., focusing idea, attention getters, clinchers, repetition and transitional words and phrases).</p> <p>Students will be able to select and use precise words to maintain an appropriate tone and clarify ideas in written communication.</p> <p>Students will improve word choice by focusing on rhetorical devices (e.g., puns, parallelism, allusion, alliteration).</p> <p>Students will demonstrate effective delivery strategies (e.g., eye contact, body language, volume, intonation, and articulation).</p> <p>Students will use a rubric to self assess and improve.</p>	
<b>Learning Activities</b>	
<ol style="list-style-type: none"> <li>1. The summer job/ college interview</li> <li>2. The Persuasive Speech: a) choosing a topic b) how to outline and write c) how to deliver</li> <li>3. The Informative Speech: using visual aids and notecards</li> <li>4. Motivational Speaking</li> <li>5. Fielding Questions</li> </ol>	

## **Assessments**

Students will use a clearly defined rubric to evaluate themselves and one another. The instructor will also grade all manuscripts for content and delivery.

<b>Month</b>	Marking Period 3
<b>Topic</b>	Public Speaking for the Business World
<b>Essential Questions</b>	
How can public speaking skills enhance one's career?	
<b>Enduring Understandings</b>	
Virtually all careers involve public speaking whether it be on the interpersonal level or on a larger group level. An effective speaker and listener is a more productive worker. Public speaking skills can enable one to conduct meetings, moderate discussions, market products and services and work in personnel departments. Good public speakers can become lawyers, negotiators, social workers, teachers and many other things.	
<b>NJCCCS</b>	3.3.12.A.2-4, 3.3.12.B.1, 3, 6, 7, 8, 3.3.12.D.3, 5, 6
<b>Key Concepts and Skills</b>	
Students will support, modify, or refute a position in small or large group discussions.	
Students will assume leadership roles in student-directed discussions, projects, and forums.	
Students will summarize and evaluate tentative conclusions and take the initiative in moving discussions to the next stage.	
Students will ask prepared and follow-up questions in interviews and other discussions.	
Students will analyze evaluate and modify group processes.	
Students will respond to audience questions by providing clarification, illustration, definition and elaboration.	
Students will participate in panel discussions, symposiums and/or business meeting formats (e.g. explore a question and consider perspectives).	
Students will paraphrase comments presented orally by others to clarify viewpoints.	
Students will demonstrate effective delivery strategies (e.g. eye contact, body language, volume, intonation and articulation) when speaking.	
Students will modify oral communications through sensing audience confusion and make impromptu revisions in oral presentation (e.g. summarizing, restating, adding illustrations/details).	
Students will use a rubric to self-assess and improve oral presentations.	

## **Learning Activities**

1. The Career Interview
2. The Presentation (of a new product, idea, or an appeal for funding for a project).
3. The Cold Call (extemporaneous) to market a new product or service.
4. The Panel Discussion
5. Motivational Speaking
6. Fielding Questions

## **Assessments**

Students will use a clearly defined rubric to assess one another.  
The teacher will use a “teacher rubric” also.

<b>Month</b>	Marking Period 4
<b>Topic</b>	Public Speaking in the Media
<b>Essential Questions</b>	
Can a person make a career of public speaking?	
How does a speaker communicate so others will listen and understand the message?	
<b>Enduring Understandings</b>	
There are a variety of careers in public speaking including politics, television, radio and motivational speaking.	
A speaker selects a form and organizational pattern based on the audience and purpose.	
Oral language is a tool for communicating, thinking, and learning.	
<b>NJCCCS</b>	3.3.12.A.2,4, 3.3.12B.1, 3, 5, 7, 8, 3.3.12.D.2, 3, 6
<b>Key Concepts and Skills</b>	
Students will support, modify, or refute a position in small group discussions.	
Summarize and evaluate researched material.	
Ask prepared and follow-up questions in interviews and discussions.	
Analyze and evaluate current events.	
Critically question the viewpoint or position of a public figure.	
Participate in panel discussions.	
Paraphrase comments presented orally by others to clarify viewpoints.	
Use a variety of organizational strategies.	
Demonstrate effective delivery strategies.	
Use a rubric to self-assess and improve oral presentations.	
<b>Learning Activities</b>	
<ol style="list-style-type: none"> <li>1. The Movie/Television Review</li> <li>2. The News/Special Interest Story</li> <li>3. The News Interview</li> <li>4. Research Project: Careers in Public Speaking</li> </ol>	
At least 1 of these projects will be videotaped when possible.	

## **Assessments**

Students will use a clearly defined rubric to assess their presentations.

The teacher will use her own rubric and will grade manuscripts for content and delivery.