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| 2019 Semester 1 Course – Presentation and Discussion |
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| CourseIntroduction | Need forthe Course |  |
| CourseOutline |  |
| CourseObjective | The object of the class is to develop students’ public speaking abilities by acquiring an understanding of how to successfully plan, prepare and perform a presentation. By the end of the semester, students should be able to deliver an effective presentation with confidence. |
| PreliminaryRequisites | None |
| Texts | Main Text | Contents distributed by instructor |
| References | Various web sites |
| UsefulWebsites |  |
| Methods ofInstruction | Group presentations, pair presentations, individual presentations, video case studies, speech skill exercises. |
| Evaluation | Percentage | Attendance | Participation | Midterm | Final | Total |
| 20% | 20% | 20% | 20% | 100% |
| Method | Breakdown as above |

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| Course Schedule |
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| Week | Objective | Contents | References | Class Activities | Revision |
| 1 | Basic orientation of course objective and requirements.  | Syllabus document | Syllabus | Getting to know you activities  | 수정 |
| 2 | **Unit 1** – Posture and Eye Contact | Posture and eye contact, informative speeches | Unit 1 pp. 9-17 | Group informative speech | 수정 |
| 3 | **Unit 2** – Gestures | Gestures, layout speeches | Unit 2 pp. 18-27 | Group layout speech | 수정 |
| 4 | **Unit 3** – Voice Inflection | Voice inflection, demonstration speeches | Unit 3 pp. 28-38 | Group demonstration speech | 수정 |
| 5 | **Unit 4** – Effective Visuals | How to create effective visuals | Unit 4 pp. 40-50 | Pair visuals preparation | 수정 |
| 6 | **Unit 5** – Explaining Visuals | How to explain visuals effectively | Unit 5 pp. 51-56 | Pair comparison speech | 수정 |
| 7 | **Midterm Exam-** Written theory exam |  |  | Exam | 수정 |
| 8 | Central Examination Week | No Class | Central Examination Week | Central Examination Week | 수정 |
| 9 | **Unit 6** – Speech Introduction | How to engage your audience | Unit 6 pp. 62-68 | Individual introduction preparation | 수정 |
| 10 | **Unit 7** – The Body | How to develop your speech | Unit 7 pp. 69-86 | Individual body preparation | 수정 |
| 11 | **Unit 8** – The Conclusion | How to conclude your speech | Unit 8 pp. 87-95 | Individual conclusion preparation | 수정 |
| 12 | **Final Performance-** Combining Unit 6, Unit 7 and Unit 8 | Bringing the introduction, body and conclusion together | Unit 6, Unit 7, Unit 8 combined | Individual final performance | 수정 |
| 13 | **Final Exam Preparation** | Guidance for final exam task and assessment | All units | Individual final exam preparation | 수정 |
| 14 | **Final Exam-** Individual Presentation |  |  | Exam | 수정 |
| 15 | Central Examination Week | No class | Central Examination Week | Central Examination Week | 수정 |

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