

SAMPLE SYLLABUS – SUBJECT TO MINOR CONTENT CHANGES BASED ON INSTRUCTOR
COURSE SYLLABUS
ESL 22: PUBLIC SPEAKING

Instructor:

Office:

Office Hours:

E-mail Address:

Class Meeting:

Location:

COURSE DESCRIPTION

This is a four-unit course designed to help nonnative speakers of English communicate effectively in public settings. The course focuses on the development of oral skills that prepare nonnative speakers of English to present ideas by giving speeches, while interacting with audience members, leading group discussions, and improving through self and peer evaluation of speech. Some of the course's specific objectives include:

- presenting information to a general audience, while making the material relevant to the level and interest of the audience
- leading a discussion on a controversial topic on one's choice
- evaluating one's own recorded performance and those of one's peers in order to critically reflect on accomplishments and points worthy of further development
- gaining skill in speaking in the moment as an active listener that is engaged with presentations

CLASS MATERIALS

Materials will be made available in class or on the course website. Students are responsible for printing and bringing to class all material made available. There is no required textbook to buy.

ASSIGNMENTS/GRADING

In-class participation	15%
Homework	10%
Object Presentation	10%
Photo Presentation	20%
Discussion Leading	15%
Final Presentation	30%

COURSE COMPONENTS

Participation

Attendance, participation, and punctuality are essential for this course, as in-class activities cannot be made up outside of class. Students need to be on time, prepared to learn, and willing to participate. Because of this, missing class or arriving late will affect your overall course grade.

So that you better understand what is being asked of you, participation includes:

- contributing to discussions,
- being prepared to discuss the readings,
- asking questions to presenters,
- giving feedback to peers after presentations, and
- making impromptu speeches when relevant

The point is that you make every effort possible to contribute to discussions in meaningful ways. This is a public speaking class so let's speak up!

SAMPLE SYLLABUS – SUBJECT TO MINOR CONTENT CHANGES BASED ON INSTRUCTOR
COURSE SYLLABUS
ESL 22: PUBLIC SPEAKING

Homework

Your homework will involve reading chapters in the book, preparing for your performances, writing up evaluations of yourself & peers, and recording your voice onto a sound file (Moodle VoiceBoard).

Discussion-Leading

For this assignment, you will select a topic of general yet controversial interest, find a short article, website, blog, or podcast on the topic, and give us either a URL address on the web or a hard copy of the article at least one class period **before** you lead the discussion. You will manage the discussion and encourage participation of all students in your group. All students must print out and bring to class the discussion handouts.

Presentation #1: Object Presentation

For this assignment you will bring an object of your choosing to present to class. You will follow instructions in your textbook and given by the instructor.

Presentation #2: Photo Presentation

For this assignment, you will create a short photo presentation of a place or neighborhood in Los Angeles. You must come prepared with a set of 5 images that you will use in your presentation. Present the photos in Powerpoint. Afterward all students will quickly write up peer reviews.

Final Presentation

For your final presentation you will use PowerPoint. This presentation should be academic in its theme, and it should be something that you can successfully present in a 10-minute time span. Afterward all students will quickly write up peer reviews.

COURSE WEBSITE

The Moodle Website is an integral part of this course. To access the ESL 34 course website:

- 1) Go to <http://ccle.ucla.edu>
- 2) Click on “login” in the upper righthand corner.
- 3) Your logon ID is whatever comes in your email address before ___@ucla.edu (If email is: joebruin@ucla.edu, then my UCLA logon name is “joebruin”)
- 4) The password is the same one you use to log in to <my.ucla.edu>

POLICIES

1. Please respect each other and your instructor. Surfing the internet, texting, or interacting with any electronic device is strictly prohibited. Likewise, acting or communicating in an inappropriate manner is also prohibited. If this occurs you will be asked to leave, but you will still be responsible for the content that you miss (which may ultimately reflect poorly on your grades).
2. Attendance will be taken at the beginning of section. This will help me to better gauge who is and who is not making a concerted effort to learn the content of the course.
3. Emails will almost always be answered within a 24-hour window. Questions that require extensive development in response will not be answered via email. For these questions, you

**SAMPLE SYLLABUS – SUBJECT TO MINOR CONTENT CHANGES BASED ON INSTRUCTOR
COURSE SYLLABUS
ESL 22: PUBLIC SPEAKING**

will be asked to come to office hours so that they may be addressed appropriately. However, I do not want to discourage you from asking questions, so please use your judgment as to what can and cannot be answered through each medium, and act accordingly. As a general rule, specific questions can typically be answered via email in a timely manner; however, general/broad questions typically cannot and you should plan on attending office hours to address these types of questions.

4. E-mailing: Please include “**ESL 97A**” in the subject line of all emails if you want them answered.
5. Late work will not be accepted. In the event of a documented emergency, you will be given extra time given the conditions of the documentation.
6. You will not be provided with make-up notes for films viewed, lectures, or discussions. You are responsible for getting the contact information of two fellow students to help you catch up (at their discretion) if you have to miss lecture or discussion.

Name _____ Phone _____
Email _____
Name _____ Phone _____
Email _____

ACADEMIC INTEGRITY

Neither plagiarism nor cheating will be tolerated. UCLA's policy on academic integrity is available online at <http://www.deanofstudents.ucla.edu/>. Students caught engaging in either of these activities will be reported to the Dean of Students.

**SAMPLE SYLLABUS – SUBJECT TO MINOR CONTENT CHANGES BASED ON INSTRUCTOR
COURSE SYLLABUS
ESL 22: PUBLIC SPEAKING**

COURSE CALENDAR

Week	Tuesday June 24th	Thursday June 26th
1	<p style="text-align: center;">Ice Breakers</p> <p style="text-align: center;">“Giving an Introduction Speech”</p> <p>Students prepare a formal self-introduction and introduce themselves to the class</p>	<p style="text-align: center;">“Describing an Object”</p> <p style="text-align: center;">Model Object Presentation</p> <p style="text-align: center;">PRESENTATION #1: OBJECTS</p>
2	<p style="text-align: center;">July 1st</p> <p style="text-align: center;">“Explaining a Process or Procedure”</p> <p style="text-align: center;">Model Photo Presentation</p>	<p style="text-align: center;">July 3rd</p> <p style="text-align: center;">“Defining a Concept”</p> <p style="text-align: center;">Model Discussion Leading</p>
3	<p style="text-align: center;">July 8th</p> <p style="text-align: center;">PRESENTATION #2: PHOTOS</p>	<p style="text-align: center;">July 10th</p> <p style="text-align: center;">PRESENTATION #2: PHOTOS</p>
4	<p style="text-align: center;">July 15th</p> <p style="text-align: center;">“Giving a Problem-Solution Speech” Problem-Solution Issues Handouts</p> <p style="text-align: center;">Student-Led Discussions (Students 1 and 2)</p>	<p style="text-align: center;">July 17th</p> <p style="text-align: center;">Show Video of Barack Obama Handout: “What were problems addressed and solutions offered”</p> <p style="text-align: center;">Student-Led Discussions (Students 3 and 4)</p>
5	<p style="text-align: center;">July 22nd</p> <p style="text-align: center;">In-class group brainstorming of topics for final presentation Peer and instructor feedback</p> <p style="text-align: center;">Student-Led Discussions (Students 4 and 5)</p>	<p style="text-align: center;">July 24th</p> <p style="text-align: center;">Model Final Presentation Good/bad examples, discussion</p> <p style="text-align: center;">Student-Led Discussions (Students 6 and 8)</p>
6	<p style="text-align: center;">July 29th</p> <p style="text-align: center;">PRESENTATION #3: FINAL PRESENTATIONS</p>	<p style="text-align: center;">July 31st</p> <p style="text-align: center;">PRESENTATION #3: FINAL PRESENTATIONS</p>