# Unit 3: Public Speaking

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## Title Section

## Department of Curriculum and Instruction

**Belleville Public Schools**

**Curriculum Guide**

# Public Speaking I, Grades 11-12

# Unit 3: Public Speaking

**Belleville Board of Education**

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## Unit Overview

This unit is about how to prepare for a speech, from selecting a topic to gathering, selecting and organizing information to be communicated, as well as the importance of language and presentation skills.

In this unit, students should expect to learn:

- The difference between a general purpose and a specific purpose
- How to write a thesis statement
- How to draw conclusions about the knowledge, interests, and attitudes of your audience
- How to obtain information from others by interviewing, surveying or by writing a request letter
- How to select and use appropriate information using technology and other resources
- Common patterns used for organizing the main points of a speech
- The goals of a speech introduction and types of introductions
- The goals of a conclusion and types of conclusions
- How to outline a speech and prepare notes
- How to rehearse for a speech
- The difference between good speaking and good writing
- The importance of word choice
- Different ways to emphasize ideas
- How to adjust lanaguage and tone to suit an audience.

## Enduring Understanding

1. Public speaking is an important skill that can be applied in a variety of modes to a variety of different situations.
2. Utilizing Aristotle's concepts of Ethos, Logos, and Pathos will help yield more effectively written speeches, especially in the persuasive mode.
3. An effective public speaker considers the audience and demonstrates pathos by adapting the speech as needed to fit the needs of the audience.
4. An effective public speaker demonstrates outstanding ethos.
5. An effective public speaker utilizes sufficient and cogent information to create sound logos.
6. Effective speakers may gain confidence through relaxation and stress-reduction techniques, preparation and planning, and practice.
7. Effective speakers are able to apply the constructive feedback offered to them by others when appropriate.
8. Effective speakers minimize the use of verbalized pauses.
9. Effective speakers select suitable topics according to the required speech purpose, personal interests/skills, and the audience's interests.
10. Effective speakers understand and apply the benefits of self-evaluation and peer-evaluation.
11. Effective speakers utilize and incorporate technology as needed to enhance speeches.
12. Effective speakers recognize the importance of body language in communicating ideas.
13. Effective speakers successfully analyze theme, characterization, and tone in order to interpret a variety of literary genres vocally and physically.

## Essential Questions

1. What are the different purposes for which one may deliver a speech?
2. How can one prepare for a speech?
3. What are the ways to organize speeches?
4. What is the difference between hearing and listening?
5. What steps may a person take to improve his or her speaking and listening skills?
6. What are the major obstacles to effective listening?
7. What is communication?
8. How can nonverbal communication affect a speech?
9. What are the elements of an effective speech?
10. How does an audience affect a speech?
11. How does a speech demonstrate a speaker's confidence?
12. What ethical responsibilities must a speaker meet?
13. How may visual aids be used effectively in a speech?
14. How may technology be usefully employed by an effective speaker?

15. What elements must a speaker consider before writing and delivering a speech?
16. Why is practice vital?
17. How may a speaker effectively utilize supporting materials and information?
18. What stylistic and/or rhetorical techniques may improve a speech, and how should a speaker incorporate them?

## Exit Skills

1. Explain the differences between verbal and nonverbal communication/language;
2. Demonstrate a positive attitude toward and an appreciation of the English Language and the art of communication/speaking;
3. Explain what is meant by propaganda and identify the most commonly used propaganda techniques;
4. Demonstrate proficiency in reading, listening to, interpreting, and responding to a variety of materials. Students will demonstrate proficiency in understanding the demands of audience and the composing process in relation to that audience;
5. Demonstrate proficiency in speaking and the oral communication process in a variety of situations and for a variety of audiences;
6. Demonstrate proficiency in using listening skills to gain information and to exchange ideas
7. Demonstrate a knowledge of language by applying a broad, enriched vocabulary in their reading, writing, speaking and listening activities
8. Identify and define the elements of communication;
9. Identify how and why communication skills are important in life;
10. List and explain the steps of the communication process, and explain the qualities that make someone an effective communicator;
11. Identify and define each of the key characteristics of vocalization;
12. Identify skills for critical and active listening;
13. Evaluate a speech with an oral and written critique;
14. Explain the qualities that make someone an effective communicator.

## New Jersey Student Learning Standards (NJSLS-S)

| | |
|---|---|
| LA.SL.11-12.1 | Initiate and participate effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with peers on grades 11–12 topics, texts, and issues, building on others' ideas and expressing their own clearly and persuasively. |
| LA.SL.11-12.1.A | Come to discussions prepared, having read and researched material under study; explicitly draw on that preparation by referring to evidence from texts and other research on the topic or issue to stimulate a thoughtful, well reasoned exchange of ideas. |
| LA.SL.11-12.1.B | Collaborate with peers to promote civil, democratic discussions and decision-making, set clear goals and assessments (e.g., student developed rubrics), and establish individual roles as needed. |
| LA.SL.11-12.1.C | Propel conversations by posing and responding to questions that probe reasoning and evidence; ensure a hearing for a full range of positions on a topic or issue; clarify, verify, or challenge ideas and conclusions; and promote divergent and creative perspectives. |
| LA.SL.11-12.1.D | Respond thoughtfully to diverse perspectives; synthesize comments, claims, and evidence |

| | |
|---|---|
| | made on all sides of an issue; resolve contradictions when possible; and determine what additional information or research is required to deepen the investigation or complete the task. |
| LA.SL.11-12.2 | Integrate multiple sources of information presented in diverse media or formats (e.g., visually, quantitatively, qualitatively, orally) evaluating the credibility and accuracy of each source. |
| LA.SL.11-12.3 | Evaluate a speaker's point of view, reasoning, and use of evidence and rhetoric, assessing the stance, premises, links among ideas, word choice, points of emphasis, and tone used. |
| LA.SL.11-12.4 | Present information, findings and supporting evidence clearly, concisely, and logically. The content, organization, development, and style are appropriate to task, purpose, and audience. |
| LA.SL.11-12.5 | Make strategic use of digital media (e.g., textual, graphical, audio, visual, and interactive elements) in presentations to enhance understanding of findings, reasoning, and evidence and to add interest. |
| LA.SL.11-12.6 | Adapt speech to a variety of contexts and tasks, demonstrating a command of formal English when indicated or appropriate. |
| LA.L.11-12.1 | Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. |
| LA.L.11-12.1.A | Apply the understanding that usage is a matter of convention, can change over time, and is sometimes contested. |
| LA.L.11-12.2 | Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing. |
| LA.L.11-12.2.A | Observe hyphenation conventions. |
| LA.L.11-12.2.B | Spell correctly. |
| LA.L.11-12.3 | Apply knowledge of language to understand how language functions in different contexts, to make effective choices for meaning or style, and to comprehend more fully when reading or listening. |
| LA.L.11-12.3.A | Vary syntax for effect, apply an understanding of syntax to the study of complex texts. |
| LA.L.11-12.4 | Determine or clarify the meaning of unknown and multiple-meaning words and phrases based on grades 11–12 reading and content, choosing flexibly from a range of strategies. |
| LA.L.11-12.4.A | Use context (e.g., the overall meaning of a sentence, paragraph, or text; a word's position or function in a sentence) as a clue to the meaning of a word or phrase. |
| LA.L.11-12.4.B | Identify and correctly use patterns of word changes that indicate different meanings or parts of speech (e.g., conceive, conception, conceivable). |
| LA.L.11-12.4.C | Consult general and specialized reference materials (e.g., dictionaries, glossaries, thesauruses), both print and digital, to find the pronunciation of a word or determine or clarify its precise meaning, its part of speech, its etymology, or its standard usage. |
| LA.L.11-12.4.D | Verify the preliminary determination of the meaning of a word or phrase (e.g., by checking the inferred meaning in context or in a dictionary). |
| LA.L.11-12.5 | Demonstrate understanding of figurative language, word relationships, and nuances in word meanings. |
| LA.L.11-12.5.A | Interpret figures of speech (e.g., hyperbole, paradox) in context and analyze their role in the text. |
| LA.L.11-12.5.B | Analyze nuances in the meaning of words with similar denotations. |
| LA.L.11-12.6 | Acquire and use accurately general academic and domain-specific words and phrases, sufficient for reading, writing, speaking, and listening at the college and career readiness level; demonstrate independence in gathering vocabulary knowledge when considering a word or phrase important to comprehension or expression. |

| | |
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| LA.11-12.SL.11-12.2 | Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data. |

## Interdisciplinary Connections

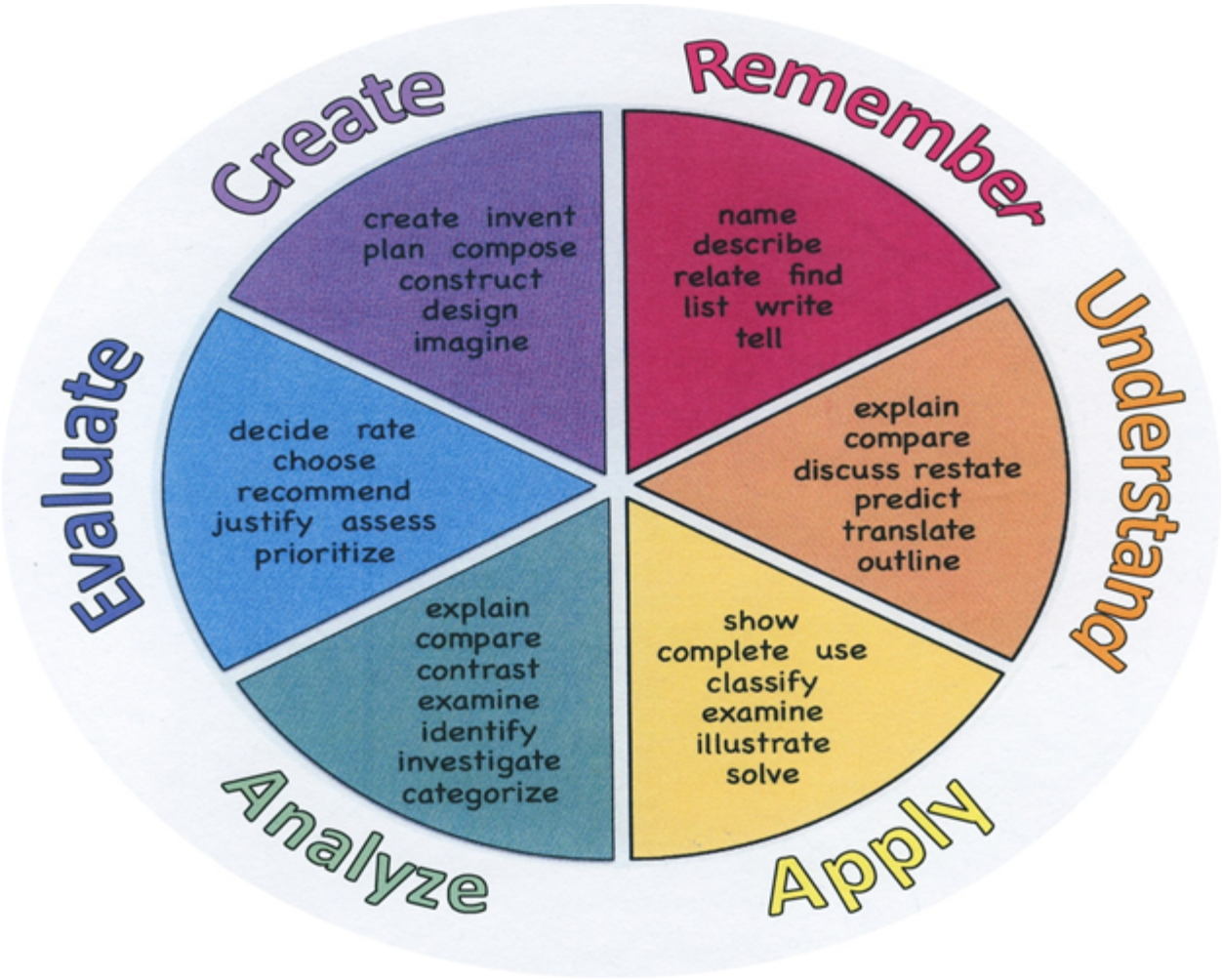
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|---|---|
| CRP.K-12.CRP1 | Act as a responsible and contributing citizen and employee. |
| CRP.K-12.CRP2 | Apply appropriate academic and technical skills. |
| CRP.K-12.CRP4 | Communicate clearly and effectively and with reason. |
| CRP.K-12.CRP6 | Demonstrate creativity and innovation. |
| CRP.K-12.CRP7 | Employ valid and reliable research strategies. |
| CRP.K-12.CRP8 | Utilize critical thinking to make sense of problems and persevere in solving them. |
| CRP.K-12.CRP9 | Model integrity, ethical leadership and effective management. |
| CRP.K-12.CRP11 | Use technology to enhance productivity. |
| CRP.K-12.CRP12 | Work productively in teams while using cultural global competence. |

## Learning Objectives

- Identify and define the elements of communication;
- List and explain the steps of the communication process, and explain the qualities that make someone an effective communicator;
- Explain the differences between verbal and nonverbal language;
- Identify and define each of the key characteristics of vocalization;
- Identify skils for critical and active listening;
- Explain what is meant by propganda and identify the most commonly used propaganda techniques;
- Evaluate a speech with an oral and written critique;
- Tell jokes in characater voices;
- Research career employment opportunities that rely upon non-verbal communication;
- Read "spooky" stories.

**Action Verbs:** Below are examples of action verbs associated with each level of the Revised Bloom's Taxonomy.

| Remember | Understand | Apply | Analyze | Evaluate | Create |
|---|---|---|---|---|---|
| Choose<br>Describe<br>Define<br>Label<br>List<br>Locate<br>Match<br>Memorize<br>Name<br>Omit<br>Recite<br>Select<br>State<br>Count<br>Draw<br>Outline<br>Point<br>Quote<br>Recall<br>Recognize<br>Repeat<br>Reproduce | Classify<br>Defend<br>Demonstrate<br>Distinguish<br>Explain<br>Express<br>Extend<br>Give Examples<br>Illustrate<br>Indicate<br>Interrelate<br>Interpret<br>Infer<br>Match<br>Paraphrase<br>Represent<br>Restate<br>Rewrite<br>Select<br>Show<br>Summarize<br>Tell<br>Translate<br>Associate<br>Compute<br>Convert<br>Discuss<br>Estimate<br>Extrapolate<br>Generalize<br>Predict | Choose<br>Dramatize<br>Explain<br>Generalize<br>Judge<br>Organize<br>Paint<br>Prepare<br>Produce<br>Select<br>Show<br>Sketch<br>Solve<br>Use<br>Add<br>Calculate<br>Change<br>Classify<br>Complete<br>Compute<br>Discover<br>Divide<br>Examine<br>Graph<br>Interpolate<br>Manipulate<br>Modify<br>Operate<br>Subtract | Categorize<br>Classify<br>Compare<br>Differentiate<br>Distinguish<br>Identify<br>Infer<br>Point out<br>Select<br>Subdivide<br>Survey<br>Arrange<br>Breakdown<br>Combine<br>Detect<br>Diagram<br>Discriminate<br>Illustrate<br>Outline<br>Point out<br>Separate | Appraise<br>Judge<br>Criticize<br>Defend<br>Compare<br>Assess<br>Conclude<br>Contrast<br>Critique<br>Determine<br>Grade<br>Justify<br>Measure<br>Rank<br>Rate<br>Support<br>Test | Combine<br>Compose<br>Construct<br>Design<br>Develop<br>Formulate<br>Hypothesize<br>Invent<br>Make<br>Originate<br>Organize<br>Plan<br>Produce<br>Role Play<br>Drive<br>Devise<br>Generate<br>Integrate<br>Prescribe<br>Propose<br>Reconstruct<br>Revise<br>Rewrite<br>Transform |




## Suggested Activities & Best Practices

Students will deliver an inpromptu speech to the class (2-3 minutes in length) on a random topic chosen out of a hat. This will help students realize how improtant it is to know the topic throughly and practice the speech before its delievery.

Students will then research the topic chosen for the inpromptu speech and deliver a speech after research and practice. This will help students understand how important knowledge of a topic and practicing is in all of their oral presentations in all classes instead of just "winging it".

## Assessment Evidence - Checking for Understanding (CFU)

Impromptu speech vs. planned speech - summative assessment

Class Discussions - formative assessment

Public Speaking Graphic Organizers - alternative assessment

Other CFUs used at the teacher's discretion

- Admit Tickets
- Anticipation Guide
- Common Benchmarks
- Compare & Contrast
- Create a Multimedia Poster
- DBQ's
- Define
- Describe
- Evaluate
- Evaluation rubrics
- Exit Tickets
- Explaining
- Fist- to-Five or Thumb-Ometer
- Illustration
- Journals
- KWL Chart
- Learning Center Activities
- Multimedia Reports
- Newspaper Headline
- Outline
- Question Stems
- Quickwrite
- Quizzes
- Red Light, Green Light
- Self- assessments
- Socratic Seminar
- Study Guide
- Surveys
- Teacher Observation Checklist
- Think, Pair, Share

- Think, Write, Pair, Share
- Top 10 List
- Unit review/Test prep
- Unit tests
- Web-Based Assessments
- Written Reports

## Primary Resources & Materials

Speech for effective Communication by Robert F. Verderber (Holt, Rinehart and Winston)

Projects in Effective Communication, Editorial Director Carol Francis (Pearson Hall)

## Ancillary Resources

http://www.thinkinfinity.org

http://www.csus.edu/indiv/k/kiddv/comsites/speeches.html/

http://www.abolngman.com/ab/publicspeaking-2

http://www.newyorktimes.com

## Technology Infusion

Google Classroom

Google Website

Blogger

Google Docs

Google Slides

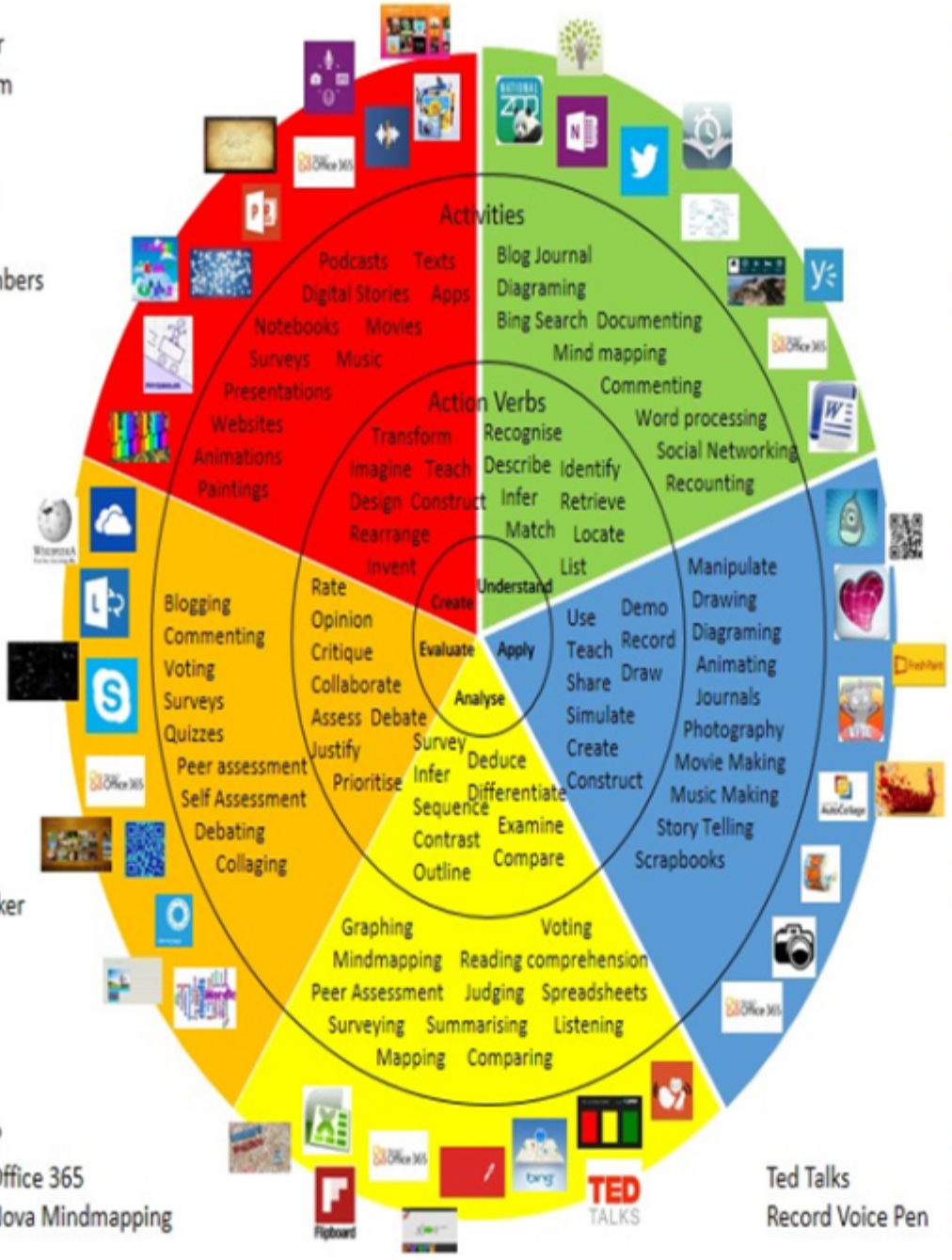
Screencastify

Other technology infusions are used at the teacher's discretion.

# Win 8.1 Apps/Tools Pedagogy Wheel

Podcasts
Photostory 3
Kid Story Builder
Music Maker Jam
Paint A Story
Office 365
MS PowerPoint
Stack 'Em Up
NqSquared Numbers
Physamajig
Xylophone 8

Wikipedia
Skydrive
Lync
SkyMap
Skype
Office 365
Puzzle Touch
Easy QR
Memorylage
Life Moments
Word Cloud Maker




Where's Waldo?
MS Excel Office 365
Flipboard Nova Mindmapping

Ted Talks
Record Voice Pen

Originally taken from http://www.coetail.com/vzimmer/files/2013/02/iPadagogy-Wheel.001.jpg
And adapted for Windows 8.1 devices by Charlotte Beckhurst @CharBeckhurst

## Alignment to 21st Century Skills & Technology

21st Century Skills & Technology:

- English Language Arts;
- Social Studies, including American History, World History, Geography, Government and Civics, and Economics;
- World languages;
- Technology;
- Visual and Performing Arts.

## 21st Century Skills/Interdisciplinary Themes

- Communication and Collaboration
- Creativity and Innovation
- Critical thinking and Problem Solving
- ICT (Information, Communications and Technology) Literacy
- Information Literacy
- Life and Career Skills
- Media Literacy

## 21st Century Skills

- Civic Literacy
- Environmental Literacy
- Financial, Economic, Business and Entrepreneurial Literacy
- Global Awareness
- Health Literacy

## Differentiation

Differentiations:

-Extra time to complete assignments

-Repeat directions in class and on teacher website

-Preview vocabulary and notes on teacher website

Hi-Prep Differentiations:

-Leveled rubric (student made)

-Literature Circles/Socratic Seminar

Lo-Prep Differentiations

-Flexible grouping/seating among classmates

-Think-Pair-Share Online Blog entries

## Special Education Learning (IEP's & 504's)

-Provide modifications in workload and extended time as specified in the student's IEP/504 plan

-Allow extra time for online blog submissions

-Allow student to preview the material via teacher website

-Use of computer or electronic device during class to follow lesson, take notes, refer to HW for discussion

-Modeled techniques and speeches with discussions for student retention.

- printed copy of board work/notes provided
- additional time for skill mastery
- assistive technology
- behavior management plan
- Center-Based Instruction
- check work frequently for understanding
- computer or electronic device utilizes
- extended time on tests/ quizzes
- have student repeat directions to check for understanding
- highlighted text visual presentation
- modified assignment format
- modified test content
- modified test format

- modified test length
- multi-sensory presentation
- multiple test sessions
- preferential seating
- preview of content, concepts, and vocabulary
- Provide modifications as dictated in the student's IEP/504 plan
- reduced/shortened reading assignments
- Reduced/shortened written assignments
- secure attention before giving instruction/directions
- shortened assignments
- student working with an assigned partner
- teacher initiated weekly assignment sheet
- Use open book, study guides, test prototypes

## English Language Learning (ELL)

-Allow for shorter blog and homework responses

-Use of Youtube videos and Screencasts of lessons for student retention and clarification of material located on teacher's website.

- teaching key aspects of a topic.  Eliminate nonessential information
- using videos, illustrations, pictures, and drawings to explain or clarif
- allowing products (projects, timelines, demonstrations, models, drawings, dioramas, poster boards, charts, graphs, slide shows, videos, etc.) to demonstrate student’s learning;
- allowing students to correct errors (looking for understanding)
- allowing the use of note cards or open-book during testing
- decreasing the amount of workpresented or required
- having peers take notes or providing a copy of the teacher’s notes
- modifying tests to reflect selected objectives
- providing study guides
- reducing or omitting lengthy outside reading assignments
- reducing the number of answer choices on a multiple choice test
- tutoring by peers
- using computer word processing spell check and grammar check features
- using true/false, matching, or fill in the blank tests in lieu of essay tests

## At Risk

-Reduce multiple choice options and build the options back into the lessons so students get a feel for true AP questions

-Provide a copy of the teacher's notes on the class website

-Screencast a lesson/discussion.

- allowing students to correct errors (looking for understanding)
- teaching key aspects of a topic. Eliminate nonessential information
- allowing products (projects, timelines, demonstrations, models, drawings, dioramas, poster boards, charts, graphs, slide shows, videos, etc.) to demonstrate student's learning
- allowing students to select from given choices
- allowing the use of note cards or open-book during testing
- collaborating (general education teacher and specialist) to modify vocabulary, omit or modify items to reflect objectives for the student, eliminate sections of the test, and determine how the grade will be determined prior to giving the test.
- decreasing the amount of workpresented or required
- having peers take notes or providing a copy of the teacher's notes
- marking students' correct and acceptable work, not the mistakes
- modifying tests to reflect selected objectives
- providing study guides
- reducing or omitting lengthy outside reading assignments
- reducing the number of answer choices on a multiple choice test
- tutoring by peers
- using authentic assessments with real-life problem-solving
- using true/false, matching, or fill in the blank tests in lieu of essay tests
- using videos, illustrations, pictures, and drawings to explain or clarify

## Talented and Gifted Learning (T&G)

-Create two blogs about the unit (before and after)

-Allow students to work at a faster pace by having material assessible two weeks prior.

-Allow students to make more than one required speech to practice techniques.

- Above grade level placement option for qualified students
- Advanced problem-solving
- Allow students to work at a faster pace
- Cluster grouping
- Complete activities aligned with above grade level text using Benchmark results
- Create a blog or social media page about their unit
- Create a plan to solve an issue presented in the class or in a text

- Debate issues with research to support arguments
- Flexible skill grouping within a class or across grade level for rigor
- Higher order, critical & creative thinking skills, and discovery
- Multi-disciplinary unit and/or project
- Teacher-selected instructional strategies that are focused to provide challenge, engagement, and growth opportunities
- Utilize exploratory connections to higher-grade concepts
- Utilize project-based learning for greater depth of knowledge

## Sample Lesson

Sample lesson is located in Unit 1.