Course Specifications

Course Title:	Speech Workshop
Course Code:	ENG 310
Program:	Bachelor of Arts in English
Department:	English
College:	Faculty of Languages and Translation
Institution:	King Khalid University

Table of Contents

A. Course Identification

1. Credit hours: 2

2. Course type

a. University ☐ College ☐ Department ☑ Others ☐

b. Required ☑ Elective ☐

3. Level/year at which this course is offered: Level 5/Year 3

4. Pre-requisites for this course (if any)**:**

5. Co-requisites for this course (if any)**:**

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	12	40%
2	Blended		
3	E-learning		
4	Correspondence		
5	Other	18	60%

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours		
1	Lecture	12
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify) Practical	18
	Total	30
Other Learning Hours*		
1	Study	15
2	Assignments	15
3	Library	
4	Projects/Research Essays/Theses	
5	Others (specify) Practice	
	Total	30

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

2. Course Main Objective

This is an advanced course in developing speech skills that takes the means of practical workshops as the prime medium of training the student to achieve aims of the course. Such a

course provides the students with major speech skills needed for future jobs like; teaching, public relations, da'wah …etc.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge:**	
1.1	Memorize the different terms and methods of presentation.	K1
1.2	Collect and arrange the information in a proper order to have an effective and engaging presentation.	K2
2	**Skills :**	
2.1	Ability to use and identify appropriate techniques in different stages of a presentation.	S1
2.2	Demonstrate the use of non-verbal communication skills, such as face expressions, hands' movements, body language …etc.	S2
3	**Competence:**	
3.1	Developing students' planning ability to select community problems as topics for their speech or presentations.	C1
3.2	Constructing students' self-dependence and self-confidence in speech delivery.	C2

C. Course Content

No	List of Topics	Contact Hours
1	Where do you want to go?	1
2	How do you communicate?	2
3	Confidence matters!	2
4	Know your audience.	2
5	Words, words, words.	2
6	Selecting and using visual aids.	1
7	Basic debating skills.	2
8	Individual presentations	14
9	Group work and presentations	4
Total		30

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	**Knowledge**		
1.1	Memorize the different terms and methods of presentation.	Lecturing on different aspects of public speaking skills and techniques.	Midterm exam, Final exam, individual and group presentation evaluation.

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.2	Collect and arrange the information in a proper order to have an effective and engaging presentation.	- Training the students to conduct debates, interviews...etc. - Exposing the students to outstanding specimens of speeches by distinguished local and international speakers. - Helping students to incorporate audiovisual means in order to enhance their speech presentations.	Individual and group presentations evaluated through a checklist to measure the students' performance.
2.0	**Skills**		
2.1	Ability to use and identify appropriate techniques in different stages of a presentation.	- Explaining the evaluation checklist of presentations. - Peers evaluation - Regular in-class presentation practice. - Group discussion.	Individual and group presentations and debate evaluated through a checklist to measure the students' performance.
2.2	Demonstrate the use of non-verbal communication skills, such as face expressions, hands' movements, body language …etc.	- Lecturing - Exposing the students to outstanding specimens of speeches by distinguished local and international speakers. - In-class practice	Individual and group presentations and debate evaluated through a checklist to measure the students' performance.
3.0	**Competence**		
3.1	Developing students' planning ability to select community problems as topics for their speech or presentations.	- Training the students to conduct debates, interviews...etc.	- Assignments, individual and group presentations and debate evaluated

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
3.2	Constructing students' self-dependence and self-confidence in speech delivery.	- Exposing the students to outstanding specimens of speeches by distinguished local and international speakers. - Giving students assignments that require internet browsing and book reading.	through a checklist to measure the students' performance.

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Group presentation/Debating	Week 10	5%
2	Individual presentation 1	Week 11-14	15%
3	Individual presentation 2	Week 11-14	15%
4	Regular in-class presentation and practice	Weekly	5%
5	Midterm exam	Week 10	10%
6	Final individual presentation	Week 15-16	30%
7	Final exam	Week 17	20%

Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :

- Students can get academic counseling by visiting the instructor during his office hours in addition to visiting the college academic advisor.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Bradbury, Andrew. (2007). "Successful Presentation Skills" (3rd edition). MPG Books, Ltd. London.
Essential References Materials	
Electronic Materials	PPT Slides titled "Public Speaking: Tips and Techniques" by Bryan Moschel, Montclair State University.
Other Learning Materials	Videos of effective speakers.

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	A classroom with around 30 seats and a whiteboard.
Technology Resources (AV, data show, Smart Board, software, etc.)	Data show to display videos.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Textbook	- Students - Instructors - Course coordinator - Chair of department - The Academic Quality and Development Unit.	- Questionnaires - Regular meetings (Course coordinator and instructors)
Presentation evaluation checklist	- Instructors - Course coordinator	- Discussion.
Effectiveness of teaching	- Students	- Questionnaires

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	Department of English Council
Reference No.	20138
Date	24/2/1441 G

Prepared by: Course Coordinator
Reviewed and Approved by: Quality Committee