

重新查詢

友善列印

### 0981學期 課程基本資料

系所 / 年級	外文系 3年級	課號 / 班別	46U00030 / A
學分數	2學分	選 / 必修	必修
科目中文名稱	英語演說與溝通技巧	科目英文名稱	English speech and communication
主要授課老師	穆馬速	開課期間	一學年之上學期
人數上限	25 人	已選人數	23 人

### 起始週 / 結束週 / 上課地點 / 上課時間

第1週 / 第18週 / M211 / 星期1第03節  
第1週 / 第18週 / M211 / 星期1第04節

請各位同學遵守智慧財產權觀念；請勿非法影印。

### 教學綱要

- 一、教學目標(Objective) Purpose The purposes of this class are to: 1) Help you communicate and present your ideas in English, 2) Teach presentation skills based on the “learn by doing” concept, 3) Improve your oral communication skills in English, 4) Improve your problems.
- 二、先修科目(Pre Course) Oral training
- 三、教材內容(Outline) 1. Review 2. Visual aids 3. Dealing with questions 4. Group work 5. Appearance and manners 6. Students Presentations 7. Midterm 8. Opening statement and eye contact 9. Interview skills 10. Asking questions 11. Check for understanding 12. Asking questions 13. Ask and Evaluate options 14. Express personal reaction and give reasons and propose other options 15. Persuade your audience, summarize your speech, and state future option 16. Final Exam 17. Final Exam
- 四、教學方式(Teaching Method) 講授、媒體運用
- 五、參考書目(Reference)
- |            |  |     |
|------------|--|-----|
| 2009/9/21  | Survival Techniques                            |     |
| 2009/9/21  | Introduction; course syllabus; Getting Started | 穆馬速 |
| 2009/9/28  | Stating your Purpose; groups;                  |     |
| 2009/10/5  | Effective Openings,                            |     |
| 2009/10/12 | Articulation, Intonation                       |     |
| 2009/10/19 | Rhetorical Questions;                          |     |
| 2009/10/26 | Presentation Practice;                         |     |
| 2009/11/2  | Maintaining Audience’s Attention;              |     |

六、教學進度(Syllabi)

2009/11/9 Midterm presentations  
2009/11/16 Midterm presentations  
2009/11/23 Visual Aids;  
2009/11/30 Dealing with Questions;  
2009/12/7 Final Presentation Proposal Discussion  
2009/12/14 Survival Techniques  
2009/12/21 Review; Demo; Q&A  
2009/12/28 Group Presentation Practice;  
2010/1/4 Group Presentation Practice;  
2010/1/11 Final Presentations

七、評量方式(Evaluation)

Requirements & Grading Your final grade will be based on: 1) your attendance and participation, quizzes, presentations (40%), 3) midterm (30%), and 4) your final exam (30%). MIDTERM: (Due as scheduled). You are required to make a presentation (4 ~ 5 minutes) based on your proposed (see proposal sample page) topic already agreed by your instructor. (More details about the midterm will be announced later.) FINAL: (Due as scheduled). You are required to dress formal and make a presentation (4 ~ 5 minutes) based on your proposed (see proposal sample page) topic already agreed by your instructor (80%) and answer questions about your presentation (20%). (More details about the final will be announced later.)

八、講義位址(http://)

[http://www.youtube.com/results?search\\_query=asiauniversitydrm&search\\_type=&aq=f](http://www.youtube.com/results?search_query=asiauniversitydrm&search_type=&aq=f)

九、教育目標

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