

# Public Speaking Course (*Speak Up*)

## Session One

### **OBJECTIVES:**

- To explain the Public Speaking Course Programme
- To establish atmosphere of friendliness and support
- To determine participant's present speaking abilities
- To introduce participants to impromptu speaking

### **Educational**

- Importance of good speaking skills
- Selecting a speech topic
- The Ice Breaker Speech

## Session Two

### **OBJECTIVES:**

- To allow participants to present a prepared speech before an audience
- To learn how to introduce a speaker

### **Educational**

- Introducing the Speaker
- How to speak with confidence and conviction
- How to tackle an impromptu speech

## Session Three

### **OBJECTIVES:**

- To provide participants with experience in introducing a speaker
- To allow participants to practice speaking with conviction
- To become familiar with principles of speech organization

### **Educational**

- Speech Structure
- Mind Mapping

## Session Four

### **OBJECTIVES:**

- To provide participants with experience in introducing a speaker
- To become familiar with evaluation techniques
- To become familiar with the use of body language in speaking
- To provide participants with experience in speech organization

### **Educational**

#### **Film: Speaking with Conviction**

- Non-verbal communication, body language
- How to evaluate a speech
- Power Point Design

# Public Speaking Course (*Speak Up*)

## Session Five

### **OBJECTIVES:**

- To provide participants with experience in evaluating a speaker
- To review participants' progress
- To understand the importance of vocal variety in speaking
- To provide participants with experience in using body movement in speaking

### **Educational**

- Your Voice – How to make the most of it
- Power of Pause

### **Review of Progress**

“Evaluate Your Progress” questionnaire  
Page 25

## Session Six

### **OBJECTIVES:**

- To provide participants with experience in evaluating a speaker
- To understand the importance of word use in speaking
- To provide participants with experience in using vocal variety in speaking
- To allow participants to exercise impromptu speaking skills during a group discussion

### **Educational**

- Work with Words

## Session Seven

### **OBJECTIVES:**

- To provide participants with experience in evaluating a speaker
- To provide participants with experience in using appropriate words in speaking

**Participants serve Topic master, Timer, General Evaluator, introducers, speakers and speech evaluators**

**Film: How to Write and Deliver Successful Speeches**

## Session Eight

### **OBJECTIVES:**

- To allow participants to practice their newly acquired speaking skills
- To provide the opportunity for participants' family and friends to observe these new skills

**Guest Speaker  
Presentation of Certificates/expressions of appreciation**