

112-2 Full Curriculum of Da-Yeh University

Information			
Title	Professional Presentation Skills	Serial No./ID	1745 /CDC8941
Required/Credit	Optinal /1	Time/Place	(Fri)5 / B003-2
Language	Chinese	Grade Type	Text
Lecturer /Full- or Part-time	Melanie, Hou-Yi TING	Graduate Class	Non-graduating Class
School System /Dept /Class, Grade	Bulletin / Liberal Arts Center / Class 2, Grade 6		
Office Hour / Place	(Mon) 09:10~10:00, (Mon) 10:10~11:00, (Mon) 11:10~12:00, (Tue) 13:20~14:10, (Tue) 14:20~15:10, (Thu) 13:20~14:10, (Thu) 14:20~15:10, (Thu) 15:20~16:10 / A513		
Lecturer	n.a.		

Introduction

一、課程簡介

本課程為D∞學院敘事溝通微學程之整合應用課程。

當學生有需要面對面試官、同事、主管或廠商進行演講時，卻發生啞口無言、不知所措、語無倫次、緊張、結巴，因此而失去一個展現自己的機會。?如何訓練學生掌握演講的表達技巧與策略、展現個人魅力即為本課程的主要開設目的。

透過拆解演講結構訓練學生演講力，運用教學技巧訓練學生演講台風，拋開退怯勇敢開口完成人生第一場短講。

二、課程學習目標

O1.理解演講結構。

O2.運用演講結構規畫自己的短講內容。

O3.可以把上課所學技巧進行一場專業演講。

Outline

一、情境分析：理解專業「演講情境」,分析觀眾聆聽需求(星期五, 5-7)

二、建立準則：破解演講關鍵準則,展現「TED TALKS」魅力(星期五, 5-7)

三、架構解析：剖析常見「演講架構」,擬定個人演說題材(星期五, 5-7)

四、業師課程-專業演講力：呈現示範與練習(星期六2-7)

五、成果發表-我說給你聽(星期五, 5-7)

Prerequisite

1.分段邏輯能力

2.基本PPT製作能力

The Relationship Between Courses and Departmental Core Competencies and Basic Skills

Fundamental Ability

Professional Ability

Practical Ability

 Teamwork Spirit

Active Learning

 Creativity and Innovation

 Global Vision

Professional Ethics

Leadership and Management

Confidence and Perseverance

 Humanistic Qualities

Teaching Plan						
Core Capability	Weight(%)) 【A】	Ability index(Performance Indicators)	Teaching Methods	Assessment and Weight	Core Competency Learning Outcomes 【B】	Final Exam Grades 【C=B*A 】
Teamwork Spirit	20	Consists in helping students display positive attitude in situations involving interpersonal communication, cultivating their ability to align themselves with others’s opinions and needs, and to work together with others for the successful completion	Group Discussion Group Work	Assessment on Teamwork: 20% Peer Assessment: 20% Course Participation: 20% Group Report: 20% Written Report: 20%	Total: 100	20
Creativity and Innovation	20	Consists in fostering students’s creative and critical thinking skills together with their ability to identify and solve problems in an effective way.	Film Appreciation Group Discussion Lecturing Special Report	Assessment on Teamwork: 20% Peer Assessment: 20% Course Participation: 20% Group Report: 20% Written Report: 20%	Total: 100	20
Global Vision	30	Consists in broadening students’s global perspectives, fostering their ability to understand both the changes of the global community and the development trends of globalization.	Lecturing Group Discussion	Group Report: 20% Course Participation: 20% Peer Assessment: 20% Assessment on Teamwork: 20% Written Report: 20%	Total: 100	30
Humanistic Qualities	30	Consists in enriching students’s cultural and social knowledge, helping them acquire the right values systems, and increasing their positive attitude towards society and others. It also involves the nurturing of other skills, especially in terms of i	Lecturing Group Discussion Group Work	Group Report: 20% Course Participation: 20% Peer Assessment: 20% Assessment on Teamwork: 20% Written Report: 20%	Total: 100	30

Grade Auditing

Group Report: 20%

Peer Assessment: 20%

Assessment on Teamwork: 20%

Course Participation: 20%

Written Report: 20%

Book Type (Respect intellectual property rights. Please use official textbooks and do not illegally photocopy others' works.)

Book Type	Book name	Author
Instructor-compiled	自編	鄭孟玉

Lesson Plan

Weeks	Content	Teaching Methods
1	Understand the professional "speech context," analyze audience listening needs & Intellectual Property Protection (use legitimate textbooks only) & Traffic safety Propaganda & Intellectual Property Protection (use legitimate textbooks only) & Traffic safety Propaganda	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
2	Understand the professional "speech context," analyze audience listening needs	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
3	Understand the professional "speech context," analyze audience listening needs	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
4	Understand the professional "speech context," analyze audience listening needs	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
5	Understand the professional "speech context," analyze audience listening needs	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
6	Understand the professional "speech context," analyze audience listening needs	Lecturing、 Group Discussion、 Group Work、 Film Appreciation
7	Analyze common "speech structures," formulate personal speech topics	Lecturing、 Group Discussion、 Group Work、 Film Appreciation

8	Analyze common "speech structures," formulate personal speech topics	Lecturing, Group Discussion, Group Work, Film Appreciation
9	Analyze common "speech structures," formulate personal speech topics	Lecturing, Group Discussion, Group Work, Film Appreciation
10	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
11	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
12	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
13	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
14	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
15	Master Class - Professional Presentation Skills Demonstration and Practice	Lecturing, Group Discussion, Group Work
16	Presentation of Achievements	Special Report
17	Presentation of Achievements	Special Report
18	Presentation of Achievements	Special Report