

# **Speech 6–12**

## **Section 41**

# Speech 6–12

## **1 Knowledge of the fundamentals of effective communication**

1. Identify the components of the communication process.
2. Identify the relationship between verbal and nonverbal communication.
3. Identify differences between oral, written, and mediated (e.g., e-mail, television, World Wide Web) communication processes.
4. Identify the components of intrapersonal communication, interpersonal communication, small group discussion, public speaking, and mass communication.
5. Distinguish between fact and opinion in preparing and evaluating messages.
6. Identify positive and negative communication behaviors.
7. Identify purposes of communication.
8. Identify ethical behaviors in communication.
9. Identify the components and principles of the First Amendment.

## **2 Knowledge of the role of context in effective communication**

1. Identify the influences of context on effective communication.
2. Select communication strategies appropriate to a given context.
3. Identify the various roles of the communicator in conflict management.
4. Identify strategies for analyzing various audiences.
5. Identify criteria for selecting materials for a given communication situation.
6. Identify the effects of individual, social, and cultural diversity on communication.

## **3 Knowledge of listening skills**

1. Identify components of the listening process.
2. Distinguish between the characteristics of hearing and listening.
3. Identify the steps in the decoding process.
4. Recognize internal and external barriers to listening.

5. Distinguish between the types and purposes of listening.
6. Recognize fallacies in reasoning.
7. Identify examples of bias, prejudice, and propaganda.
8. Recognize the shared responsibilities of speakers and listeners.

#### **4 Knowledge of research skills**

1. Identify the ethical responsibilities of the researcher.
2. Identify options for conducting research.
3. Identify appropriate research strategies.
4. Identify criteria for evaluating electronic and nonelectronic sources.
5. Select appropriate sources of support materials for a specific purpose.
6. Distinguish between primary and secondary sources.
7. Identify appropriate citations of research for a speech.
8. Identify the differences between types of bibliographies.

#### **5 Knowledge of message creation for public speaking**

1. Identify the steps in speech preparation.
2. Identify types of speeches.
3. Identify the elements of audience analysis.
4. Identify the guidelines for selecting a speech topic.
5. Identify a topic that is appropriate in scope and content for a given speech situation.
6. Identify guidelines for informative, persuasive, entertaining, and special occasion speeches.
7. Identify the components of an outline.
8. Identify the components of an introduction.
9. Identify attention-gaining devices in a speech.
10. Choose the appropriate pattern of organization for the body of a speech.

11. Identify methods for concluding a speech.
12. Identify types of reasoning and persuasion strategies.

## **6 Knowledge of message delivery for public speaking**

1. Identify types of delivery.
2. Identify methods of adapting delivery to an audience.
3. Select appropriate language to enhance a speech.
4. Identify the components of vocal delivery.
5. Recognize elements of appropriate nonverbal communication for delivery.
6. Select appropriate presentation aids for a speech.

## **7 Knowledge of forensic events and techniques**

1. Identify the types of forensic events and organizations.
2. Identify terms essential to a debate.
3. Analyze a debate proposition.
4. Identify the speaking order and duties of the affirmative and negative speakers in debate formats.
5. Identify the issues and refutations of a debate from a flow sheet.
6. Identify the criteria for decision in a debate round.
7. Identify the responsibilities for coaches preparing students before a competition and managing students at a forensic event.
8. Select appropriate evaluative criteria for judging specific forensic events.

## **8 Knowledge of instructional techniques**

1. Select appropriate evaluative criteria for specific communication activities.
2. Identify techniques for improving students' delivery.

3. Recognize activities that manage communication apprehension.
4. Recognize instructional strategies and teacher behaviors that create a supportive environment in the classroom.
5. Identify strategies for improving students' listening skills.
6. Identify methods for teaching students to physically manage information.
7. Identify strategies for teaching students to self-evaluate.
8. Identify strategies for incorporating technology into instruction.
9. Identify strategies for teaching students the ability to access, analyze, evaluate, and produce media messages in various forms.
10. Identify techniques for teaching storytelling skills.

**9 Delivery of a speech with a unified message, integrating verbal and nonverbal techniques**

1. Select an appropriate thesis statement for the chosen topic.
2. Demonstrate an appropriate organizational pattern for the speech.
3. Present accurate information on the topic.
4. Employ support material related to the topic and thesis.
5. Use effective introductory, transitional, and concluding material.
6. Use language appropriate for a specific audience in a given situation.
7. Use appropriate vocal elements to enhance the message.
8. Demonstrate correct use of standard American English.
9. Use time appropriately.
10. Use appropriate eye contact and body movement.