**4TH SEMESTER ENGLISH (Με-Ω): ORAL PRESENTATION SKILLS**

**Spring 2025**

**Instructor:** Machili Ifigeneia, [mahili@uom.edu.gr](mailto:mahili@uom.edu.gr)

**Office hours:** <https://meet.google.com/nyc-wwai-quw> by appointment

#### I. Goal & Description of the course

The purpose of this course is to introduce students to the basic principles of public speaking and help them develop presentation skills to use on topics in their field of study. The course starts with the oral presentation principles such as the importance of public speaking, the role of the audience and of effective listening, ethical issues involved, and speech apprehension. It then moves to more practical considerations like the preparation of a speech, selection of topic and purpose, preparation of a rationale, composition of the speech, writing a summary and an outline, and composing introductions and conclusions. Finally, it deals with the delivery of the speech, with particular attention to the use of non-verbal communication and visual aids. Emphasis is given to constructive evaluation and analysis of speeches and the use of presentational aids.

**ΙI. Coursebook**

*Public speaking for University Students: Principles & Practice*, by Ifigeneia Machili, Aνικούλα 2015

#### III. Assessment of the course

Students who take the course will have the following assessment options:

a) Final exam 100%

b) Continuous assessment in pairs:

1 mini oral presentation on the Rationale & Abstract of the main OP 10%

1 mini oral presentation on a ted talk (2 min) 10%

Quiz on voc & theory (individual work) 30%

Main oral presentation:

Delivery (of speech 2) 20%

Content/Organization (of speech 2) 20%

PPT (of speech 2) 10%

NOTE: It is extremely important that students decide which option they choose ASAP.

It is extremely important that students MEET THE DEADLINES

ATTENDANCE BONUS: 1 grade will be added to your final grade as bonus if you actively participate in the course (**active** participation in 13 full lessons - out of 17 and completion of google forms).

1. **Continuous assessment option (final exam exemption)**

This option includes one major oral presentation to be delivered at the end of the semester (50% of the grade) in pairs, 2 mini talks in the course of the semester (20%) and a vocabulary and public speaking theory quiz (30%).

Your main presentation you will be on the following: Present different viewpoints on the same topic and then present your own. The topic you choose should be in your field of study of economic, social or environmental interest. Your presentation should be based on at least 3 sources (preferably one academic and 3 internet sources). The assignment will be completed in stages. Pairs will first have to submit their rationale and short abstract to the instructor at the stated deadline. They will also have to rehearse the speech during prearranged hours. The talk itself will be about 10 minutes adding 5 minutes for questions and discussion. The two mini talks will be 2 minutes long (1 minute each presenter).

For the first, you will present your short abstract and rationale for the main oral presentation. For the second, you will choose one ted talk from a given list to report on in class. Both mini talks will also have to be submitted in writing on eclass. The quiz will be on the vocabulary of the speeches and the public speaking theory taught in class.

1. **Final exam option**
2. Open ended &/ True/False questions on the content and the speech strategies used in the given speech
3. Theoretical questions on the content of the course
4. Vocabulary matching words with meanings
5. Vocabulary sentence completion with derivatives

### IV. Tentative syllabus

**1st week (17, 19 Feb)**

: Unit I: Preliminaries, Preparing the speech (Units I & II) - abstracts & rationales

: Composing the speech (Unit V) & Presenting the Speech (A & B of Unit VI) making a PowerPoint presentation

**Tuesday 18/2, 19:00-20:30 online make up:** Speech Apprehension, Effective Listening

**2nd week (24, 26 Feb)**

**:** introductions & conclusions, preparing a PPT

: κατάληψη

**3rd week (3, 5 March)**

3 March: Καθαρά Δευτέρα

5 March: On pandemics & the future: Rhetorical techniques on Bill Gates’ “The next outbreak”

**4th week (10, 11 Μarch)**

Monday 10/3*CA Oral presentations of* *RATIONALE & ABSTRACT of MAIN OP*

**Tuesday 11/3, 19:00-20:30: online make up**: “A tale of two political systems”

**5th week**

On man & society **(17, 19 March)**

: “The way we think about work is broken” (HW video)

: “What explains the rise of humans”

**6th week (24, 26 March)**

On human motivation

: “Maslow’s basic needs” (HW reading) & “What makes us work hard”

*CA OPs of TED TALKS*

**7th week (31 March, 2 April)**

On types of economics

: “The Economics of enough”

: 4 worldviews (reading)

**8th week (7, 9 April)**

On global power

: “The global power shift”

: “Who controls the world”

**Easter Break**

**9th week (28, 30 April)**

On education

: “The barefoot movement”, “Learning revolution”,

: “Education for a new era”

**10th week (5, 7 May)**

On encyclopedias & freedom of speech on the internet

: “The birth of Wikipedia”, «Why Wikipedia succeeded, and Encarta failed» (HW reading)

*CA Quiz on vocabulary & public speaking theory*

**11th week (12, 14 May)**

: “How to fight extremism and online harassment”

*CA Main OPs*

**12th week (19, 21 May)**

*CA main OPs*

*CA main OPs*

**13th week (26, 28 May)**

*CA main OPs*

: Final exam preparation