**FIRC Q1 Week One Agenda**

**Sept 4-7, 2012**

FIRC Public Speaking

**Week 1: Communications Basics & Audience Analysis**

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| Day 1 (90 mins)**Tues 9/6 & Wed 9/7** | Day 2 (90 mins.)**Thurs 9/8 & Fri 9/9** | Day 3 (45 mins.)**No 3rd Class** |
| * **Review Syllabus**
* **Communications Basics** encoding & decoding messages
* **Audience Analysis**
* What to learn about audiences
* Connecting to audience
* Adapting to cultural diversity
* Public Speaking steps
* Stage fright/building confidence
* **Evaluation Methods**: instructor, peer, & self
* **Delivery Methods**: manuscript, memorized, impromptu, extemporaneous
* **Delivery**
* Voice Production
* Non-verbal communications: body language
 | * Review **Speech #1: Oral Interpretation of Literature**
* Oral Interpretation Tips
* Selecting a piece, truncating, and splicing
* Introducing background on author & piece
* **Impromptu Speeches** delivered in random order
 | * Labor Day Holiday 9/3
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| **HW**: * Read handouts on communications basics, evaluation methods, audience analysis, & delivery (pp.1-26)
* Complete Student Information Form that is linked on my website homepage using your school google docs account login and password
* Have parents sign syllabus
 | **HW:** * Have parents sign syllabus if you haven’t already
* Prepare Speech #2: Oral Interpretation.
* Bring a copy of your intro and manuscript
* Bring 24 copies of Peer Evaluation Form, p.
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