

## Kainan University 2005 First term of Applied English Department (Sophomore year)--&gt;Please change

Course #	Name of the Course	Name of the teacher	Course type	Year of the class	Credit Hour	Hour per week
305040301	Chinese : 英文會議實務演練 (上)	Leon Yen	elective	4	2	2
	English :	Course Requirements	(English major student only or no restriction?)			
Brief Course Description	Students will learn the basic elements of a good speech. They will learn how to prepare their speeches in writing and practice public speaking by delivering their prepared speeches in class.					
實施方法	<input type="checkbox"/> Presentation ◦ <input type="checkbox"/> Exercise ◦ <input type="checkbox"/> Discussion ◦ <input type="checkbox"/> Internship ◦ <input type="checkbox"/> Question&Answer ◦ <input type="checkbox"/> Others ( ) ◦					
Course grade	Midterm 0% ◦ Final 0% ◦ Test or quiz 0% ◦ Prepared Speech and Presentation 100% ◦					
Required Textbook	(Following author, name of textbook, Publisher, and Year of publishing) ◦					
	<b>No Required Text. Lectures Notes Only.</b>					
Course Schedule :						
Week 1: Introduction			Week 14: Delivering Your Speech			
Week 2: Oral English is Different from Written English			Week 15: Using Visual Aids			
Week 3: Making an Oral Argument			Week 16: Rehearsal and Individual Help			
Week 4: Holiday. No Class			Week 17: Student Presentation 1			
Week 5: Purpose of Speech			Week 18: Student Presentation 2			
Week 6: Three Parts of a Speech - The Introduction						
Week 7: Three Parts of a Speech - The Body						
Week 8: Three Parts of a Speech - The Conclusion						
Week 9: Student Presentation 1						
Week 10: Student Presentation 2						
Week 11: Using Evidence						
Week 12: Research and Documentation						
Week 13: Using Language						
說明：1.授課教師於學期前填寫本表，經課程委員會審核後，影印分送給教師所屬課程委員會召集人，授課班級所屬系、所及教務處課務組，並於開始上課時，將本內容向學生說明。2.本表於91.4.23第四次校課程委員會討論通過。						

課程委員會召集人：

應英系徐永輝主任

Name of the teacher : Leon Yen

課務組  
94.10.21  
收文章