



ৰবীন্দ্রনাথ ঠাকুর বিশ্ববিদ্যালয়

Rabindranath Tagore University

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Ref. No.RTU/.....

Date:10/02/2021

NOTICE

DATE: 10/02/2021

This is to inform all the B.A. 3rd Semester students of Education department, Rabindranath Tagore University, that the total marks for the Paper-**Public Speaking Skill (EDU-SEC-3014)** is **100 (20 marks for Assignment, 40 marks for Theory Examination, 20 marks for Write-up on a topic and 20 marks for presentation of that particular topic).**

Students must submit Assignment on or before **24th of February,2021** in the Education Department. Topics for assignment and Project works are displayed on the Departmental Notice Board.

(L. Patgiri)

Academic Registrar i/c

Rabindranath Tagore University, Hojai.

Academic Registrar
Rabindranath Tagore University
Hojai

Education (SEC)

EDU-SEC- 3014

PUBLIC SPEAKING SKILL

Credit – 4

Course Outcome:

After completing this course, students will be able to acquire the capacities of public speaking skill.

Theory (2 Credits)

Course contents

Units	Contents
Unit-1	Public Speaking and Communication Skill <ul style="list-style-type: none">• Meaning and Importance of Public Speaking• Components of Public Speaking: Illustration, Voice modulation, The Power of Pause, Visual Aids, Sense of humour, Articulation• Principles of Effective Public Speaking: Principle of Preciseness, Principle of Clarity, Principle of Completeness, Principle of Consciousness, Principle of Adaption• Ways of becoming Better Public Speaker• Concept and Nature of Communication• Communication Cycle• Types of Communication: Verbal and non-Verbal• Barriers of Communication• Ways of Effective Communication
Unit-2	Personality Development and Motivation as Means for Effective Public Speaking <ul style="list-style-type: none">• Concept and Nature of Personality• Types of Personality: Extrovert and Introvert• Traits of Personality needed for Effective Public Speaking: Openness to Change, Agreeableness, Extroversion, Sociability, Emotional Stability, Liveliness, Reasoning, Warmth• Role of Personality in Effective Communication• Concept of Balanced Personality• Meaning and Nature of Motivation• Kinds of Motivation: Natural or Intrinsic Motivation and Artificial or Extrinsic Motivation• Ways or means of motivating audience

Practical (2 Credits)

Students shall prepare a write-up based on topic selected for speech.

Guidelines:

- The students will be trained on public speaking
- Teachers will give demonstrations on public speaking
- It will cover: Style of presentation, voice modulation, body language, communication with audience, eye contact
- Topics of speech will be selected by the students discussing with teachers.
- Topic of write-up will be decided by the internal examiner.
- Word limit for the write-up is maximum 2000.
- Evaluation for practical examination (Public Speaking Skill+Write-up of the speech) will be done by an External Examiner.