



**STATE UNIVERSITY OF YOGYAKARTA
FACULTY OF LANGUAGES AND ARTS**

**Syllabus
Subject : SPEAKING IV**

FRM/FBS/19-00

Revision : 00

31 Juli 2008

Hal.

Fakultas	: Fakultas Bahasa dan Seni	
Program Studi	: Bahasa dan Sastra Inggris	
Mata Kuliah & Kode	: Speaking IV	Kode
Jumlah SKS	: Teori 1 SKS	Praktik : 1 SKS
Semester	: IV	
Dosen	: Nandy Intan Kurnia, S.S.,M.Hum.	

I. DESKRIPSI MATA KULIAH

This course aims to develop speaking skills with focus on effective speech making. This course equips students with systematic speech material organization, commonly used expression in speech making. The roles as a speaker, and the planning and running of a seminar. Teaching Learning Activity consists of presentation, discussion, and lecturing. The evaluation is based on attendance and class participation, individual/group assignments, individual/group presentation, mid semester, and final test.

II. STANDARISASI KOMPETENSI MATA KULIAH

At the end of the course, students are expected to be able to develop their ability in making an effective speech and increasing their confidence in using spoken English.

III. POKOK BAHASAN DAN RINCIAN POKOK BAHASAN

Minggu Ke	Pokok Bahasan	Rincian Pokok Bahasan	Waktu
1	<ul style="list-style-type: none">Introduction to the course"And now, ladies and gentlemen...: Making oral presentations & Participating in discussions" (p. 4 – 5)	<ul style="list-style-type: none">SyllabusDiscussion on:<ol style="list-style-type: none">A Good Speaker?Preparing a talk	2 x 50'
2	<ul style="list-style-type: none">A Good Speaker?Starting a PresentationGetting Started: How to make an immediate impact on your audience	<ul style="list-style-type: none">Group Presentation (in pairs' task)Stating your purpose (unit 1 & 2)	2 x 50'
3	Effective Openings, Signposting and Exploiting Visuals		2 x 50'
4	Rhetorical Questions and		2 x 50'

	Non Verbal Communication		
5	Persuasive/ Argumentative Speech	Preparing a presentation of speech, using visual aids, handouts, note and non-verbal communication,	2 x 50'
6	Delivering Speech	Individual Performance	2 x 50'
7	Preparing Press Conference	Preparing a presentation, a visual aids, handouts and note.	2 x 50'
8 - 9	MID TERM TEST	Group Presentation	2 x 50'
10	Preparing Workshop	Lecturing and Discussion (Preparing a workshop, presentation, a workshop format, preparing how to conduct workshop, asking and dealing with question)	2 x 50'
11	Conducting Workshop	Presentation in pairs	2 x 50'
12	Conducting Workshop	Presentation in pairs	2 x 50'
13	Conducting Workshop	Presentation in pairs	2 x 50'
14	Preparing Seminar	Lecturing and Discussion (Preparing a seminar presentation, handouts & note, non-verbal communication, asking and dealing with communication, presentation skill)	2 x 50'
15	Arranging a draft of seminar	Lecturing, discussion, and feedback	2 x 50'
16 -17	FINAL TEST	Presenting Seminar (Group Presentation)	2 x 50'

IV. REFERENSI/ SUMBER BAHAN

Powell, Mark. 2002. *Presenting in English: How to give successful Presentations*. Boston: Heinle, Thomson Co.
 Sugirin, Widyastuti Purbani and Suharso. (2005). *English for General Office Communication*. Yogyakarta : KKHP UNY.
 And various books and media.

V. EVALUASI

No	Komponen Evaluasi	Bobot (%)
1	Partisipasi Kuliah	10
2	Tugas-tugas	25
3	Ujian Tengah Semester	30
4	Ujian Akhir Semester	35