

《Pro必修科目》

Year	2016	Semester	1st&2nd semester	Department, Course, Etc.	General Education
Class Number	【前期】10923 【後期】20923	Name of Class	Effective Presentations	Number of Credits	2
Name of Instructor	Mark D. Stafford				
Type of Class	—	Student Affiliation	プロフェッショナル養成コースの学生	Student Year	2nd year and above

1	Name of Subject	Effective Presentations
2	Key Words	presentation, speaking skills, public speaking
3	Class Aims	In this course students will: (1) Conduct research for presentations (2) Make main points for presentations (3) Create support for presentations (4) Make a number of presentations
4	Class Goals	By the end of the course, students will be able to: - research and prepare for presentations - use verbal and non-verbal presentation skills - use visual aids effectively - use signpost expressions effectively - deal with questions effectively
5	共通教育の理念・教育方針に関わる項目	②多様な人と協働するための表現力やコミュニケーション力(基本的コミュニケーション力) ③学習活動や社会生活で必要な技能(基本技能)
6	愛大学生コンピテンシーに関わる項目	①必要な情報を収集・整理できる ③習得した知識や技能を基に自分の考えを組み立て、適切に表現(記述・口頭)できる ⑥様々な状況に応じて適切な対話・討論ができる
7	Class Content	Students will learn effective techniques such as using visual aids, gestures, and a proper voice for making presentations in English.
8	Class Schedule	Lesson 1 Introduction to the course and what is expected of students. Explanation of what presentations are all about. Lesson 2 Introduction Lesson 3 Overview Lesson 4 Details Lesson 5 Conclusion Lesson 6 Review Presentations Lesson 7 Introductory Phrases Lesson 8 Signpost Expressions Lesson 9 Facts & Opinions Lesson 10 Supporting Evidence Lesson 11 Review Presentations Lesson 12 Informing Lesson 13 Describing Lesson 14 Final Presentations Lesson 15 Final Presentations
9	Information for Out-of-class Learning	Students are expected to prepare certain parts of each unit as homework before each class. Also, students must prepare well for their graded presentations.
10	Assessment	(1) Participation (including preparation and teamwork) 15% (2) Required work (including homework, quizzes, tests, in-class assignments) 25% (3) Presentations (including mid-term presentation and final presentation) 60%
11	Requirement (Optional)	
12	Class Rules (Optional)	1.Preparation and review are absolutely necessary for understanding the content of classes and for academic improvement. 2.Students who are absent from a class should ask a classmate about the content of the missed lesson, and get information about preparation, review, homework, etc. 3.Three absences will be allowed. In the case of four or more absences, a student will not receive credit for the class. 4.Students who are late will have difficulty joining class activities. Students should be in the classroom before class begins. Three late arrivals will be considered an absence. Arriving 30 or more minutes late will be considered an absence. 5.As a rule, class activities should be done in English. Please take this opportunity to practice using English.
13	Textbook Information	Successful Presentations (Publisher: Cengage Learning)
14	Reference Book Information	
15	Other Information for Textbook/Reference Book	
16	Office Hours, Etc.	http://web.eec.ehime-u.ac.jp/officehour.html
17	Contact Address	http://web.eec.ehime-u.ac.jp/officehour.html
18	Webpage (Optional)	http://web.eec.ehime-u.ac.jp/
19	Others (Optional)	【前期】 ※受講人数は上限20名まで。受講希望者多数の場合は抽選により決定しますので、Web履修期間中(3/28~4/5)に登録後、4/7(木)の受講当選者の発表を確認してください。これによる履修変更手続きは不要です。 【後期】 ※受講人数は上限20名まで。受講希望者多数の場合は抽選により決定しますので、Web履修期間中(9/16~9/25)に登録後、9/27(火)の受講当選者の発表を確認してください。これによる履修変更手続きは不要です。