

The Basics of Speech

Glencoe/McGraw-Hill

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ISBN - 78616204

EDITION - 4th

Grade Level
Ninth Grade
Tenth Grade
Eleventh Grade
Twelfth Grade

Readability Level
10.2 Dale Chall

Course / Content
Speech

List Price:
N/A

Wholesale Price
54.48

The features of each book or program were developed by the publisher and do not reflect the opinion of the Kentucky State Review Team Kentucky State Textbook Commission or the Kentucky Department of Education.

Content The Basics of Speech is an introductory speech text that is based on five communication functions identified by the National Communication Association: controlling, feeling, informing, ritualizing, and imagining. The content stresses that oral communication is a skill that is learned by doing; therefore, the text uses an active, conversational style to present basic concepts which are reinforced through application activities. Each chapter contains the following elements: objectives; key vocabulary words; observation, interaction, and application activities; journal writing; self-assessment exercises; and chapter summaries and reviews. A special section in the back of the book provides checklists for students to assess how well they have succeeded in becoming competent communicators after completing the course.

Student Experiences The goal of The Basics of Speech program is to teach students to be more competent communicators by helping them understand the communication process, appreciate their own communication skills, and develop greater strengths in communication. Young adolescents are concerned about building relationships with their peers, becoming more adept at socializing, formulating reasons for their actions and beliefs, evaluating the messages of others, and becoming skilled at speaking in front of others. They are busy deciding who they are and how they fit in. The educational experiences in this text are designed to help students build confidence in their communication abilities as they make these decisions.

Assessment Students are assessed throughout the text at various stages of their learning. Within each chapter are Chapter Reviews that offer a variety of ways for students to respond to the material presented in the chapter. There are four types of review activities in each chapter that involve review questions and oral communication and writing assessments. Apply and Assess pages in the Teacher Edition provide answer to these activities along with a Quick Check section that highlights key terms used throughout the chapters in the Student Edition. Students also have opportunities in a special section located in the back of the Student Edition to assess how well they attain communication competency.

Organization The Basics of Speech is organized into five units: (1) The Basics of Communication, (2) Communication with Self and Others, (3) Group Communication, (4) Public Communication, and (5) Interpretive Communication. There are fifteen chapters within the five units. A section at the back of the book (Conclusions about Competence) includes checklists of various kinds for students to assess competency levels.

Resource Materials

Gratis Items to be provided and under what conditions
Yes - Free Per Teacher: Teacher Wraparound Edition, Teacher Resource Binder, Teacher Annotated Edition Workbook

Available Ancillary Materials **All items listed above as gratis items**

Research Data and Evidence of Effectiveness

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Research Available **YES - provide information below**
The Basics of Speech is the product of the most recent research studies, teacher feedback, and detailed editorial development. The result is an up-to-date, solid foundation for an engaging, stimulating, and high-quality speech course for students. In preparation of the content revision of The Basics of Speech, we put into place the following strategies to ensure accuracy and relevance:

- 1. Review of old edition by speech teachers across the country**
- 2. Critical review of manuscript by teachers who have used Glencoe's programs and actively teach at the middle and high school levels**
- 3. Critical review by credentialed experts in speech and speech-related fields (Program consultants and reviewers include university and high school professors and teachers of speech, debate, and English.)**
- 4. Careful fact checking and research of all content to ensure accuracy**
- 5. Double-checked the program material against assessment criteria for performance indicators of the National Standards**

Overall Strength and/or Weaknesses

Disclaimer: Comments on the strengths and/or weaknesses of each book, material or program were written by members of the State Textbook/Instructional Materials Review Team and reflect their opinions. They do not reflect the opinions of the State Textbook Commission nor the Kentucky Department of Education. In addition, the State Textbook/Instructional Materials Review Team completed each evaluation form during summer of 2005. In order to maintain the integrity of the review team's comments, editing was limited to spelling and punctuation.

Recommendations: **Set is usable for an Introduction to Communications course where the intent is to introduce all areas of communication. Contains considerable amount of communications theory. Covers, in detail, the construction of a speech. Contains only 2 chapters on different forms of speeches --informative (social-ritual), and persuasive. Contains chapters on debate and interpretive communication, but the material is not designed to use to train students for competitive speech events.**

Summary Form

- I. Technology Component Summary
- II. Reading Content Summary
- III. Writing Content Summary
- IV. Grammar and Spelling Content Summary
- V. Journalism / Media Content Summary
- VI. Listening /Speaking / Observing Content Summary 1.53
Strengths Course covers all aspects of speaking, both formal and informal. Also contains a nice amount of theory.
Weaknesses Only covers 4 types of formal speeches.
- VII. Inquiry Content Summary
- VIII. Technology Content Summary
- IX. Audience: Teacher and Student Materials Content Summary 1.1799999999999999

X.	Format Content Summary	1.4299999999999999
XI.	Ancillary Materials Content Summary	0.8900000000000001

LISTENING / SPEAKING / OBSERVING

STUDENT EXERCISES CONTAIN A WIDE VARIETY OF INQUIRY TASKS WHICH USE THE INTERNET, THE LIBRARY RESOURCES, AND THE COMMUNITY IN A WIDE RANGE OF WAYS. WHILE THE BOOK INTENDS THAT STUDENTS FORMALLY SPEAK ONLY 4 TIMES, IT PROVIDES FOR MANY INFORMAL SPEAKING OPPORTUNITIES WHICH MAY ALSO INCLUDE VISUALS OR MULTIMEDIA.

ALTHOUGH MANY OF THE INFORMATIONAL ACTIVITIES INCLUDE ASPECTS OF CRITIQUE OF PERSUASION OR RECOGNIZING BIAS.

STUDENT ACTIVITIES INCLUDE A WIDE RANGE OF CRITIQUES OF VARIOUS AUDITORY MESSAGES.

CONTAINS CHAPTERS ON VERBAL AND NONVERBAL MESSAGES, PERCEPTION, LISTENING, AND INTERPERSONAL COMMUNICATION.

AUDIENCE: TEACHER MATERIALS

STUDENTS ARE FREQUENTLY ASKED TO EVALUATE PERFORMANCES OF SELF, PEERS, AND PROFESSIONALS.

MATERIALS DO NOT REFLECT ALL FORMS OF STATE ASSESSMENT BUT ARE QUITE VARIED AND APPROPRIATE. STUDENTS ARE ASSESSED THROUGH PERFORMANCE ACTIVITIES, PROJECTS, WRITINGS, AND TESTS.

2

FORMAT

TEXT INCLUDES SUFFICIENT THEORY TO HELP STUDENT UNDERSTANDING OF THE DISCIPLINE, WHILE STILL PROVIDING ADEQUATE PRACTICE WITH SPEAKING TO PROVIDE A WELL-ROUNDED BASE FOR FURTHER STUDY.

ANCILLARY MATERIALS

Although it is unlikely that an LEP student would attempt the class.