

Dept. of Communication

Oral Competency Examination Instructions – Part 2

Winter 2010

If you pass Part 1 of the oral competency exam (earning a score of 70% or higher on the multiple choice exam), you may move on to Part 2 of the exam. You may take Part 2 **ONLY** if you pass Part 1.

You must complete and pass Part 1 and Part 2 **within the same academic year** (e.g., Fall 2009, Winter 2010, and Spring/Summer 2010) in order to achieve oral competency equivalency. An “**academic year**” begins with the Fall semester and ends with the Spring/Summer semesters. Therefore, in order to qualify to take Part II during the Winter 2010 semester, you must have passed Part I during the Fall 2009 semester (August) or this current Winter 2010 semester (December). **While students may attempt to pass Part 1 several times, you may participate in Part 2 only once.** The pass rate from Fall 2006 to Fall 2009 is 67%. However, because we rate each speaker on an individual basis, it could be possible for there to be a 0% pass rate or a 100% pass rate for any given semester.

Part 2 of the oral competency exam will take place on **Thursday, January 7, 2010 at 10:00 a.m., MANO 024. *The date and time of this exam are not flexible!*** If you are taking Part 2 you **MUST** arrange to be available at 10:00 a.m. Being tardy to the exam will reflect in your evaluation. You should plan on being there for about 2-2 ½ hours. You will present your speech and serve as an audience member for other speakers.

No exceptions to this date and time will be given, regardless of weather circumstances, personal circumstances, graduation status, etc. Also note the policy as outlined in the university bulletin: “Competency Requirements, with the exception of the Writing-Intensive Course in Major (WI) and the Level II Computer Proficiency (CP), should be met early in a baccalaureate degree program” (<http://www.bulletins.wayne.edu/GenEd/gened-index.html>). Even those in their last semester, and/or those who have only the OC requirement to fulfill, may not pass and still be required to fulfill the OC requirement in another way.

The following conditions pertain to this portion of the examination:

- I. Students permitted to take this portion of the examination must remit **\$20.00** in a check or money order, and a registration form (found on the OCCE home page, <http://www.comm.wayne.edu/oce.php>). The **registration form must be typed**. Your check or money order for \$20.00 should be made payable to Wayne State University. **DO NOT USE CASH!** You may hand-deliver your registration form and fee, or send it in the mail. If you hand-deliver, the check or money order must be delivered in person to 585 Manoogian no later than **Tuesday, January 5, 2010 at 4:00 p.m.** If you send via mail, your registration form and fee must be postmarked by **Thursday, December 31, 2009**. The address is: Luke LeFebvre, Dept. of Communication, Wayne State University, 906 W. Warren, 585 Manoogian Hall, Detroit, MI 48201. Failure to pay the \$20.00 on time will result in your exclusion from the examination.
- II. You are to present a 7 - 9 minute persuasive speech.

- A. You should construct a persuasive speech specifically addressing a proposition of policy.
 - 1. You should consult the COM 1010 textbook, Public Speaking: Special Custom Edition for Wayne State University to help you in constructing your speech.
 - 2. You are to use either a problem-solution organizational format, or Monroe's Motivated Sequence organizational format.
 - 3. You are expected to demonstrate a high level of competency on key criteria befitting a university-level speech performance.
 - 4. The speech should exhibit all the traits of a well-reasoned persuasive message.
 - B. The speech should include the effective use of appropriate presentation aids (visual and/or audio—a “technological” aid is not required).
 - 1. If you utilize PowerPoint or another form of computer-generated presentation, you must bring it on a CD-Rom and/or a USB drive suitable for a PC.
 - 2. You should have a backup for your presentation aid, as technology is often unreliable.
 - 3. ***There is no guarantee that the room will have internet access***, so we suggest that you do not rely on the internet for your presentation aid.
 - 4. You should mark on your registration form the types of technological support you need, if any. You are responsible for providing anything not on that list. To repeat: Internet access is not guaranteed; therefore, you are discouraged from relying on the internet for your presentation aid.
 - 5. If you do not bring a presentation aid, you will not be allowed to attempt Part II.
 - C. The speech should demonstrate elements of effective organization as well as effective oral and physical delivery.
 - D. You are evaluated on both the content and presentation of your speech.
 - E. You may use up to seven (7) 3x5 or 4x6 delivery outline (keyword) note cards. You will turn in your note cards after giving your speech.
 - F. **Speeches that sound read or memorized are subject to receive a result of “NO PASS.”**
- III. Additionally, you are evaluated on the written materials described below.
- A. Students taking Part 2 of the exam must complete the attached Oral Competency Speaking Examination Speaker Statement Form and make three (3) typed copies of the form. Your answers should be in complete sentence, essay form.
 - B. You must also prepare a full sentence preparation outline (which includes your list of references) and make 3 typed copies of your outline. This outline should follow the template found in COM 1010 Course Supplement: Items to Aid in Student Success, 5th ed. Please realize that the format in the Course Supplement is a bit different than what's in the textbook.
 - C. If you do not bring your written materials, you will not be allowed to attempt Part II.
 - D. You are expected to use at least 7 sources of information (supporting material).
 - 1. These should be of at least four different types.

2. You should cite your references (prepared using APA or MLA style) during the speech, within your outline, and in a reference page at the end of your outline.
 3. **Speeches with no correct verbal citations receive an automatic failing evaluation, regardless of how well done the speech and the written materials are.**
- E. You should bring the copies of the speaker statement form & outline, including your list of references, with you on the day you present your persuasive speech (Thursday, January 7, 2010 at 10:00 a.m., MANO 024). These materials are used in the final assessment of your competency.
- IV. You should consult both the COM 1010 textbook (Public Speaking: Second Custom Edition for Wayne State University), as well as the COM 1010 custom supplement (COM 1010 Course Supplement: Items to Aid in Student Success, 5th ed.) to prepare for both Part I and Part II of the OCCE. For your own reference and preparation, the Course Supplement contains the evaluation sheet upon which you will be evaluated for the oral portion of your presentation (the instructor feedback form for Speech #3, though without the “audience analysis” and “research assignment”).
- V. Your speech will be video recorded.
- A. It will be retained by the Department of Communication.
 - B. This is used for reference only, and no one but the evaluation panel will see it.
 - C. You do not need to bring anything in preparation for recording.
- VI. Your audience will consist of other student speakers and at least 2 instructors from the Department of Communication.
- VII. Students who meet the effectiveness criteria on the oral presentation and supporting materials will be awarded oral competency status.
- A. You will be notified via the email address you provide on your registration form.
 - B. The Department of Communication is not responsible for email addresses that are non-working, for inboxes that are full and will not allow any emails to go through, for returned emails, for emails that are sent to junk/bulk mail folders, etc.
 - C. If you have not received email notification of your results within two calendar days, this indicates something may be wrong with the email transmission of the results. In that case, please email Luke LeFebvre at du2378@wayne.edu immediately.
- VIII. The decision of the evaluation committee is final.
- IX. If you do not show up for Part II of the OCCE, you will not be allowed to retake the exam. If you do not bring your written materials, you will not be allowed to speak or retake the exam. If you do not bring your presentation aid, you will not be allowed to speak or retake the exam. You will have to retake Part II during the next round of administration, if the next round falls within the same academic year in which you passed Part I. If it does not fall within the same academic year, you will have to pass both parts during the next round of exam administration.

If I can be of further assistance or if you have special needs for the presentation, please contact me at du2378@wayne.edu or 313-577-2947. We look forward to seeing you on **Thursday, January 7 at 10:00 a.m., MANO 024.**

Please note: If you major (or will major) in Communication, you will have to take COM 1010 regardless of whether or not you pass both parts of the OCCE.

Luke LeFebvre
Assistant Introductory Course Director
Department of Communication
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ORAL COMPETENCY EXAM - PART 2

ORAL COMPETENCY SPEAKING EXAMINATION SPEAKER STATEMENT FORM

Winter 2010

You need to provide 3 typed copies of your answers to the questions below for this speaker statement on the day you present your 7 - 9 minute persuasive speech on a proposition of policy. Also, remember to bring 3 copies of your outline, including references. Please do not bring your printed materials in any kind of folder. Please simply staple them in three sets.

This part should be completed in essay form.

Speaker Statement

Please thoroughly address each of the following questions in your speaker statement. Use evidence to support your claims.

1. What is the purpose of your speech?
2. What is the central idea (thesis) of your speech?
3. How have you considered the audience for this speech? What steps have you taken to adapt to this audience? (The audience will consist of at least 2 instructors from the Department of Communication as well as other students participating in Part 2.)
4. What kinds of supporting material have you selected? Why did you select these materials?
5. Which type(s) of presentational aid(s) have you selected? Why is this appropriate?
6. What organizational pattern have you selected? Why is this appropriate?
7. What makes this a persuasive speech on a proposition of policy?
8. What considerations did you make concerning the delivery of the speech?
9. What is the most important element in your preparation of your speech? Explain.