



Public Speaking for College and Career



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Public Speaking for College and Career

Hamilton Gregory

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This booklet includes worksheets covering key concepts; sample outlines; lists of speech topics; Martin Luther King's I Have a Dream speech with detailed commentary; handouts on what students need to know about job interviews, resumes, and letters of application; self-therapy on speech-phobia; and articles on special topics such as speech anxiety, speaking in front of a camera, voice production, oral interpretation of literature, and public speaking tips for ESL students. For instructors to photocopy or students to purchase.

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Binding: Paperback

From the Publisher

New chapter on traditional and electronic research includes advice on how to assess information. The visual aids chapter features new coverage of electronic presentation graphics

New critical thinking exercises reflect real public speaking situations from business and the community

A new running glossary, plus a new section of how to give your first speech found in chapter one, add to the strong pedagogy found in earlier editions

Combines a wealth of business oriented examples and patient step by step instruction to writing and developing a speech, with an open accessible design, coherent writing, and a reassuring tone

Three full chapters on organizing and outlining reinforce the thorough coverage of speech preparation and delivery.

Real-life applications, like those found in the 'Special Techniques' and 'Tips for Your Career' sections, offer extra help and prepare students for the world beyond the classroom. About the Author

Instructor

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