



# ORAL PRESENTATION SKILLS COURSE PROPOSAL FORM

To propose a course as fulfilling the competency requirement in oral presentation, please provide the information requested below. For consideration, submit to the Curriculum Committee at curriculumcommittee@knox.edu.

**Instructor Name(s):**

**Department:**

**Course Number and Title:**

**Course offered during this academic year?**      Yes      No

**If yes, which term?**

**Course offered how frequently?**

**Is this course also being proposed as fulfilling any other competency requirement?**

**Writing?**

**Information literacy and informed use of technology?**

**Second language?**

**Quantitative literacy?**

**Understanding diversity?**

**Typical enrollment in this course:**

**Please answer the next questions in a separate document and attach it to this form.**

1. What types of oral presentation assignments will you incorporate into the course? How many? Briefly describe these assignments. (If you have already developed instruction sheets for any of these assignments, or if you have developed a syllabus which includes these assignments, please include copies with this proposal.)
2. What experiences will help you design and carry out the oral presentation component of this course (e.g., previous experience assessing student oral presentations in your classes, workshop participation, etc.)?
3. What type(s) of guidance, practice, and evaluation will you offer to students?
4. If typical enrollment in this course is larger than 20, will you be changing the enrollment cap? What impact may a lower cap have on your department?

Department chair's signature

Date