

## **CCJS 318c – Syllabus/Outline/Abstract**

**Course Title:** “Public Speaking for the Criminal Justice Professional”

**Course and Section Number:** CCJS 318C, Section 0101

**Meeting Location and Time:** Art/Soc. Building, ASY 1213

**Instructor:** Thomas P. Mauriello, Senior Lecturer, [tmauriel@umd.edu](mailto:tmauriel@umd.edu), 301-219-1492 c.

**General Description of the Course:** This course develops the student’s presentation skills whether they are preparing to speak to one or one thousand. It improves the skills of the experienced student speaker while providing a foundation for the beginner student. The course includes techniques for speaking with confidence, choosing the right audio-visual technologies, and methods how to satisfy the needs and expectations of an audience. Proven presentation tools are presented, demonstrated, and taught throughout the course, using criminal justice and forensic sciences speaking event examples. Professional speakers from the criminal justice field virtually participate in class to further the knowledge and skills of those who have successfully presented in all types of situations and venues.

### **Statement of Course Goals and Learning Outcomes:**

- To facilitate thought and ideas for an effective, entertaining, and strategically planned oral presentation.
- To focus on the needs and expectations of the audience.
- To strengthen the oral communication skills of the Criminal Justice Professional in court, in the classroom, in front of a camera, presenting technical papers, and speaking in public.

### **Expectations of the Students:**

- To immediately integrate oral communication tools learned in this course into everyday communications requirements.
- Recognizing the difference between Educational and Training presentations.
- Learn the different methods for how people learn.
- How to use today’s audio/visual technology to support oral communication requirements.
- How to respond when interviewed by the media.
- How to give effective testimony in court.
- Build confidence to elevate nervousness when speaking in public.

### **Grading Procedures:**

- Textbook and lecture quizzes
- 5 to 7 minute oral presentations in class
- Scriptwriting evaluation
- Visual communication technique evaluation
- Required attendance

### **Course Schedule:**

- Class meets one day a week.
- 2.75 hours per class

**Required Text:** *“Public Speaking for the Criminal Justice Professional — A Manner of Speaking,”* published by Taylor and Francis CRC Press, 2021.

- **Class topics:**

1. Introduction and historical development of oral communication
2. Meeting the tasker (one who assigns the oral communication requirement)
3. Objectives and Content Development
4. The Audience
5. Methods for transmitting presentation content
6. Evolution of Presentation Audio/Visual (A/V) Technology
7. Surveying the Venue where you will be speaking
8. Delivery Techniques
  - Introducing the Topic and Speaker
  - Providing Speaker Biographical (BIO) Information for the Introduction
  - Explaining the Logistics of the Presentation
  - Motivation to Listen
  - Getting Audience Attention – Creating A Strong Opening Statement
  - Creating a “Stage Effect”
  - Speaker Movement at the Podium
  - Entertaining the Audience
  - Use of Humor
  - Use of Historical Events
  - The Power of Motivation, Inspiration, and Enthusiasm
9. Use of Non-Verbal Communications
  - Facial Expressions
  - Speaker Facial Expressions
  - Audience Facial Expressions
  - Eye Contact

- Gestures
  - Personal Appearance
  - Using your voice
10. Asking and Receiving Questions
11. Informational Presentations
- Police-Community Relations Speeches
  - Breakfast, Luncheon, or Dinner Speeches
  - Plenary Sessions
  - Panel Discussions
  - Scientific Poster Sessions
12. Scientific or Technical Presentations
- The Tasker
  - The Objective
  - The Title
  - The Audience
  - Transmitting
13. Motivational and Inspirational Presentations
- Banquets
  - Promotion and Award Ceremonies
  - Graduations
  - Town Hall Meetings
  - Retirements
  - Eulogies
14. Persuasive Presentations
- Problem
  - Solution
  - Benefit
  - Summary
15. Testimonial Presentations
- Expert Testimony
  - Congressional Testimony
16. Impromptu and Extemporaneous Speeches
- Impromptu
  - Extemporaneous
17. Preparing for News Media Interviews and Entertainment Documentaries