



# Goal Setting and Portfolio

**Set goals to focus your learning  
Apply standards to your learning**

# Course Standards

All Kamehameha Students should be able to:

- Use oral communication to create meaning, influence thought, and make decisions;
- Utilize appropriate oral communication organizational patterns to communicate;
- Demonstrate formal speaking skills including effective use of content, delivery, and media;
- Utilize active and critical listening skills;
- Demonstrate the ability to manage or overcome communication anxiety;



# Course Standards

- Use research skills to locate, analyze, and select credible support to effectively communicate a message;
- Demonstrate awareness of major local, national, and international issues affecting students;
- Demonstrate respect for self and others when communicating; and
- Demonstrate the ability to use appropriate language according to the demands of the social context.



# Course Content Outline

- **Informative Speech**
  - Instruct, inform, clarify
- **Rhetoric/Quote Speech**
  - Opinion, perception, interpretation
- **Persuasive Speech**
  - Convince, persuade, change beliefs
- **Editorial Speech**
  - Research an issue, persuade, structure and argument, supporting information
- **Professional Presentation**
  - Use visual aids, select appropriate topic, select method of deliver that is appropriate to the topic, ethos
- **Leadership Presentation**
  - Research contemporary issues, effective leaderships, group discussion, how to take charge
- **Debates**
  - Resolving conflicts, supporting information



# Associating Standard with Course Content

- Use oral communication to create desired meaning, influence thought, and make informed decisions
  - Persuasive Speaking – establishing credibility, persuade audience to take action
- Use research skills to locate, analyze, and select credible support to effectively communicate a message
  - Editorial Speech – locate information to structure and argument or support your views
- Demonstrate the ability to manage communication anxiety
  - All presentations



# SMART Goals

**S**pecific  
**M**easurable  
**A**ttainable  
**R**ealistic  
**T**imely



# Sample SMART Goals

<b>Smart Goal</b> <b>S</b> pecific and strategic <b>M</b> easurable <b>A</b> ttainable <b>R</b> esults-oriented <b>T</b> ime bound Determine a focus area based on a standard	<b>Indicators</b> Identify the indicators to achieve the goal. Indicators are the concrete observations made during critique.	<b>Measures</b> Identify measures that will be used to assess progress on the indicators.	<b>Targets</b> Identify dates base on content outline in syllabus. These can be approximate.
By the end of Spring semester 2007, I will be able to give a speech with confidence.	<ol style="list-style-type: none"> <li>1. 90% eye contact</li> <li>2. Posture that is erect, but comfortable</li> <li>3. Appropriate voice volume</li> </ol>	<ol style="list-style-type: none"> <li>1. 95 % eye contact/Not looking down more than 4 times</li> <li>2. 0 swinging back and forth</li> <li>3. Can be heard comfortably in last row.</li> </ol>	<ol style="list-style-type: none"> <li>1. April 9, Persuasion speech</li> <li>2. May 9, Professional Presentations</li> </ol>
By the end of the fall semester, each of my speeches will be presented with an appropriate method of delivery	<ol style="list-style-type: none"> <li>1. Visuals add to the speech rather than distract</li> <li>2. Delivery allows audience to be intrigued</li> <li>3. Only useful facts and information are shared</li> </ol>	<ol style="list-style-type: none"> <li>1. Audience can interact better with the visual</li> <li>2. The delivery of the speech helps the audience listen actively</li> <li>3. All topics relate to each other</li> </ol>	<ol style="list-style-type: none"> <li>1. December , 2006 – Professional Presentations</li> </ol>
Before the end of the fall semester, I will be able to incorporate hard facts into my speeches to support my topics.	<ol style="list-style-type: none"> <li>1. Main points may be biased but informed</li> <li>2. No plagiarism</li> <li>3. Use quotes or statistics to support points</li> </ol>	<ol style="list-style-type: none"> <li>1. All opinions are supported</li> <li>2. Bibliography is attached to the rubric</li> <li>3. At least one quote or statistic included</li> </ol>	<ol style="list-style-type: none"> <li>1. November 14, 2006 – Persuasive Speaking</li> </ol>



# Create S.M.A.R.T. Goals

## Assignment -

- Select three standards
- Review Speech Department speaking rubric
- Create smart goals and plans from standards and course content
- Organize portfolio

## Present smart goals to class –

- Reasons for selecting standards
- Explain smart goals and plans
- Be concentrate on your delivery (i.e. stance, body movement, making eye contact)

