Quarter: Spring 2017  
Course Title: The Art of Conversation  
Course Code: COM 34  
Instructor: Kristopher Geda

Course Summary:
This course will cover skills outlined in the oral proficiency guidelines from ACTFL (the American Council on the Teaching of Foreign Languages), and will target the Advanced and Superior levels of proficiency. Thus, students must be at least Intermediate level speakers of English.

By learning about the characteristics of these levels, students can move toward a higher level. However, this is not a class for prepared speech; rather the class will focus on spontaneous speech that occurs without prior preparation. There will be errors, there will be disfluency. Rather than striving for some notion of perfection, the goal is to speak naturally and improve through focused practice. Students will speak on a wide range of topics while practicing making positive and meaningful contributions to conversation.

*Please see course page for full description and additional details.

Grade Options and Requirements:
All assignments are graded on a submitted/not submitted basis. All late assignments will be counted as not submitted.

- No Grade Requested (NGR)
  - This is the default option. No work will be required; no credit shall be received; no proof of attendance can be provided.

- Credit/No Credit (CR/NC)
  - All assignments are graded on a submitted/not submitted basis; no late assignments will be accepted.
  - Students must achieve a minimum of 70% based on the below criteria to earn credit for this course.

- Letter Grade (A, B, C, D, No Pass)
  - Attendance 30%
  - Weekly Words 20%
  - Speaking/Revision Assignments 30%
  - Final Assignment 20%

Please contact the Stanford Continuing Studies office with any questions
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continuingstudies@stanford.edu
650-725-2650
*Please Note: If you require proof that you completed a Continuing Studies course for any reason (for example, employer reimbursement), you must choose either the Letter Grade or Credit/No Credit option. Courses taken for NGR will not appear on official transcripts or grade reports.

**Tentative Weekly Outline:**

**Weekly assignment**

**Vocabulary / sentence submission**

**Week 1**

Course overview
Description

**Week 2**

Description homework due
Narrative

**Week 3**

Description revision homework due
Topics / parts of a story

**Week 4**

Verb tenses
Extended discourse / opinions

**Week 5**

Narrative homework due
Politeness

**Week 6**

Narrative revision homework due
Abstract topic preparation

**Week 7**

Supporting / refuting opinions
Debate

**Week 8**

Opinion homework due
Justification / Consensus

**Week 9**

Opinion revision homework due
Interviews

**Week 10**

Final assignment homework due
Role playing