



# Speech Syllabi



## Background Information for Teachers

**Australian Guild  
of Music Education**

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### VERSION CONTROL

Reference: 10-0-2.1 (20170101)				Change
Book	Volume	Edition	Date	
10	0	1	20140101	New document, 2014
10	0	1.1	20140319	Updated cover design
10	0	2	20160101	Minor edits due to introduction of Business Presentations syllabus. Updated booklist. Change to theory exam dates.
10	0	2.1	20170101	New email address for Speech Convenor. Removal of reference to Grades 4 and 5 theory exams.

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## Introduction

Speech is interwoven with every facet of life.

Language is not only a means of communication but is also a vehicle for thought. Coherent thought becomes impossible without adequate words.

The vocal expression of the words of others releases the performer from him or herself and so heightens perception and deepens sensitivity.

It is at once an experience and a discipline which absorbs the whole energy and being.

Voice and language are the instruments of speech. Mastery over both is essential if the speaker is to express with clarity and confidence the thoughts of his own mind, and interpret with beauty and meaning, the thoughts of others.

*From the Guild's 1988 syllabus*

*Written by the late Hilda Mitz  
Speech teacher, adjudicator, Guild examiner, mentor*

## The Guild Music and Speech Education System

Australian Guild of Music Education Inc

A0010797V

### Organisation Structure

The AGMS was formed in 1969 and has syllabi in all traditional areas. The Guild was the first body to evolve an Electronic Organ Syllabus, a Digital Keyboard Syllabus, a Modern Piano Syllabus and modern Woodwind, Brass and Guitar Syllabi.

The Australian Guild Music and Speech education system can be broadly divided into two sections:

- Public examinations for speech and music students from beginner level to advanced (Licentiate and Fellowship Diplomas) and
- Tertiary courses with Certificate, Diploma and Advanced Diploma courses for the music industry and Bachelor of Music degree for advanced music training.

### Public Examinations

The public examinations are administered by The Australian Guild of Music Education, Public Examinations Division. These examinations cover practical speech, speech theory, oral communication, spoken language development, choral speaking and integrated drama programmes, and practical music, music performance and music theory.

The printed syllabus for each type of examination, together with a wide-ranging series of publications forms a comprehensive instructional system to aid teachers in developing the skills of their students. The examinations provide recognition for the student's work and teacher recognition is achieved through the Australian Guild Teachers' Register.

The AGME (Public Examinations division), through an Australia-wide system of graded examinations, aims to develop speech and music education and skills by promoting uncompromising standards of education in both performing and teaching. To that end, all AGME syllabi, whether traditional or contemporary, have been formulated to promote those ideals. AGME syllabi have been innovatively enhanced to allow candidates and teachers full access to a large selection of works in order to progress to their full potential. AGME syllabi offer the concept of *own choice* in any list and in any practical subject area on the basis that no one person is the same as another.

The official syllabi of the AGME are designed to meet the needs of private teachers, professional musicians and educational institutions, as well as to cater for those whose desire is to pursue the study and practice of their art chiefly for its aesthetic and spiritual values, if not for professional reasons.

The AGME conducts many thousands of practical and theory examinations every year throughout Australia, and in countries such as Singapore and Malaysia.

## Contact us

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## Structure of the Speech Syllabus package

The current Speech syllabus package, effective 1 January 2014, replaces all existing Speech syllabi and consists of 6 documents

- Speech Syllabi Background Information for Teachers (essential background reading)
- Syllabus no 1: Speech and Drama
- Syllabus no 2: Oral Communication
- Syllabus no 3: Oral Communication (ESL)
- Syllabus no 4: Integrated Drama Programmes
- Syllabus no 5: Oral Communication for Small Groups,  
Syllabus no 6: Spoken Language Development for Class or Group, and  
Syllabus no 7: Choral Speaking for Class or Group

The syllabus package is effective from 2014 until further notice.

After the completion of assessment validation and moderation, syllabus updates and/or changes will be made in November of each year. Teachers are advised to check with the Guild in early December to ensure they have the correct version to start the new year.

## Professional Speech Diplomas conferred by the AGME

Associate Performer	AAGS (P)
Associate Teacher	AAGS (TD)
Associate Public Speaking	AAGS (PS)
Associate Teacher Public Speaking	AAGS (TDPS)

Licentiate Performer	LAGS (P)
Licentiate Teacher	LAGS (TD)
Licentiate Creative Drama	LAGS (CD)

Fellowship	FAGS
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## Grade Set

The Grade Set below must be read in conjunction with each individual exam level, where any variations of the pass mark are stated.

100–96	High Distinction
95–90	Distinction
89–85	A Honours
84–80	B+ Credit
79–75	B Credit
74–70	C+ Pass
69–65	C Pass
64–0	NGS Not Grade Standard

## Notes for Teachers

### Practical Examinations

- The Guild examinations for individuals are mostly set to standard rather than age, as a student beginning to study Speech may be perhaps 6 years old, 16, or even 66 years of age.
- When selecting material to be used in (for example) verse, prose and drama selections, teachers should ensure that these are
  - of a suitable literary standard
  - suited to the age and ability of the candidate and
  - suited to the examination level.
- All items are prepared unless specified otherwise. Where items are impromptu, this is stated. Other terms such as 'examiner's choice' or 'The examiner will ask the candidate questions ...' indicate to teachers that student preparation is required, and that the examiner will, for example, select from a supplied list of mimes, or ask questions he/she deems appropriate.
- Prepared prose, poetry and drama items are to be memorized.
- All books (for readings and prose recitation items) must have been read by the candidate prior to the examination.
- When two or more texts are chosen for a particular practical exam, the teacher and student should aim to vary the themes and styles to allow the candidate to illustrate his/her versatility in speaking and acting skills.
- Hard copies of all recitations are to be brought to the examination.
- Entering/leaving the examination room
  - Individual candidates entering/leaving the examination room are to address/thank the examiner in a formal yet friendly way.
  - Choirs will enter/leave the examination room as a whole, and are to address/thank the examiner in unison.

### Theory Examinations

- The Speech and Drama Grade 4 and Grade 5 theory examinations are optional, but teachers are encouraged to enter their students for these examinations as valuable preparation for the Grade 6 theory examination which is compulsory.
- Poor quality handwriting is not acceptable.
- Answers to each question are to begin on a new page.

### Diploma Examinations

- Associate Diploma examinations should not be looked upon as the 'next grade'.
- An extensive reading and study programme should be undertaken before entering for any Diploma examination. Required literary standards will rise markedly from Proficiency Certificate to Diploma level.
- Vocal maturity, a balanced programme and a professional standard will be expected in all Diploma practical examinations.
- The work must reveal expertise in speech technique, artistry and deliverance.

Teacher notes on Diploma Examinations continue on the next page

### **Diploma Examinations: continued**

- No candidate can enter for any Associate Diploma until a minimum of 12 months has passed after attaining the Proficiency Certificate.
- No candidate can enter for the Licentiate Diploma until a minimum of 12 months has passed after attaining the Associate Diploma.
- Please note the prerequisites and minimum age requirements for Proficiency and Diploma levels. These are noted on each syllabus.

### **Examination Dates**

- Syllabus 1, 2 and 3 practical examinations for individuals
  - Examinations up to and including Grade/Level/Stage 7 are conducted twice a year, usually in June and October/November.
  - Examinations higher than Grade/Level/Stage 7 are conducted once a year usually in October/November.
- Syllabus 4 practical examinations for individuals
  - Examinations at all levels are conducted twice a year, usually in June and October/November.
- Syllabus 5, 6 and 7 practical examinations for groups
  - Group and Choral Practical examinations at all levels are conducted twice a year, usually in June and October/November.
- Syllabus 1 and 2 theory examinations for individuals
  - Syllabus 1 examinations up to and including Grade 7 are conducted twice a year usually in May and September.
  - Syllabus 1 and 2 examinations higher than Grade/Level 7 are conducted once a year usually in May.



## Suggested Reference Books

### Notes:

- Students and teachers are advised that many of the following books may be found on the shelves of public and regional libraries.
- The following list is by no means exhaustive. Teachers and students should constantly seek books which fill their specific requirements.
- It is inevitable in any contemporary syllabus that publications change and some will go out of print. This is unfortunate but a circumstance over which we have no control.

### Essential Reading

Practical Speech Training .....	H Johnson
The Art of Speech .....	D Krummel

### General

A Dictionary of Literary Terms.....	J Cuddon
A Year's Course in Speech Training .....	A McAllister
Common Ground: a Course in Communication .....	R Sadler & K Tucker
Correct Form .....	Debrett's
Essay Writing for Students .....	J Clancy & B Ballard
Essentials of General Speech Communication .....	A Baird et al
How to Perform under Pressure .....	E Day
Mind the Stop.....	G Carey
Punctuation .....	C Whitaker-Wilson
Speech and Drama in the Secondary School (series) .....	J Dyce
Speech for Life.....	C Burniston
Speech Training: a Handbook for Students.....	M Horner
The Art of Speech .....	Kathleen Rich
The Way to Good Speech .....	B Storey

### Voice

Clear Speech .....	M Morrison
Finding Your Voice.....	B Houseman
The Voice Book.....	M McCallion
Voice and the Actor.....	C Berry
Voice Production and Speech .....	G Colson
Your Voice and How to Use it.....	C Berry

### Phonetics/Linguistics/Pronunciation

An Outline of English Phonetics .....	D Jones
Cambridge English Pronouncing Dictionary .....	D Jones
Introducing Phonetics, Books 1 & 2 .....	G Cochrane & M McCallum
Introduction to Linguistics: an Australian perspective.....	J Bernard & A Delbridge
Speaking our Language: the story of Australian English .....	B Moore
The Changing English Language .....	B Foster

The Mother Tongue..... B Bryson

Suggested Reference Books continues on the next page

**Phonetics/Linguistics/Pronunciation: continued**

The Pattern of Spoken English .....	B Storey
The Pronunciation of English.....	D Jones
The Pronunciation of English in Australia .....	A Mitchell
The Story of English.....	R McCrum et al
The Treasure of our Tongue .....	L Barnett

**Literature**

A Short History of English Literature .....	B Evans
Australian Poets and their Works .....	W Wilde
Australia’s Writers.....	G Smith
The Anatomy of Prose .....	M Boulton
The Literature of Australia .....	G Dutton (Ed)
The Oxford Companion to Australian Literature.....	W Wilde et al
The Penguin New Literary History of Australia .....	L Hergenhan
Twentieth Century Children’s Writers .....	D Kirkpatrick

**Poetry**

Art of Versification and Technicalities of Poetry.....	R Brewer
Poetry Reading and Understanding .....	K Cross & D Marsh
Poetry Speaking for Children.....	M Gullan
Spoken Poetry in Schools .....	M Gullan
The Albatross Book of Living Verse .....	L Untermeyer (Ed)
The Anatomy of Poetry .....	M Boulton
The Penguin Book of Australian Verse .....	Harry Heseltine (Ed)
The Poet’s Manual and Rhyming Dictionary .....	F Stillman

**Drama**

A History of the Theatre .....	G Wickham
A Pictorial Companion to Shakespeare’s Plays .....	R Tanich
Acting and Stagecraft Made Simple .....	D Bowskill
An Introduction to the Greek Theatre .....	P Arnott
Child Drama .....	P Slade
Commedia dell’arte: An Actor’s Handbook.....	J Rudlin
Companion to the Theatre .....	P Thompson & G Salgado
Costumes for the Stage .....	S Jackson
Costume Handbook.....	A Sinclair
Drama Workshop (series).....	E de Fossard
In Shakespeare’s Playhouse (series).....	R Watkins & J Lemmon
Mime: Basic for Beginners.....	C and M Straub
Players of Shakespeare.....	P Brockbank (Ed)
Playing Period Plays.....	L Oxenford
Renaissance Drama and a Modern Audience .....	M Scott
Shakespeare .....	I Brown
Shakespeare: the Poet and his Background.....	P Quennell
Stepping Out.....	J Howe
The Actor and his Text.....	C Berry

Suggested Reference Books continues on the next page

**Drama: continued**

The Anatomy of Drama .....	M Boulton
The Greeks.....	H Kitto
The Mask Handbook.....	A Sinclair
The Puppetry Handbook .....	A Sinclair
The Wonderful World of the Theatre .....	J Priestly
Theatre (World of Culture).....	J Burdich
Who’s Who in Shakespeare.....	P Quennell

**Oral Communication / Public Speaking**

A Guide to Modern Etiquette .....	I Buttrose
A Lazy Man’s Guide to Public Speaking.....	M Le Clair & P Fortune
Body Language .....	A Pease
Chairing and Running Meetings .....	N Valentine
Communicating as Professionals .....	T Mohan et al
Communication through the Mass Media .....	R Berry
Confident Public Speaking.....	C Godefroy & S Barrat-Godefroy
Corporate Communication.....	B McKenna et al
Debating and Public Speaking .....	N Gunther
Debrett’s Guide to Speaking in Public.....	C McKenzie
How to overcome Nervous Tension and Speak Well in Public .....	A Tack
Lend me your Ears: Great Speeches in History .....	W Safire
Making Effective Presentations.....	R Nelson and J Wallick
Public Speaking.....	M Gray
Public Speaking for Dummies.....	M Kushner
Say it with Power and Confidence.....	P Collins
Speak to Me.....	P Sternberg
Speak with Confidence .....	M Dayme
Speaking in Public.....	N Valentine
The Art of Effective Speaking .....	N Gunther
The Art of Speaking Made Simple .....	W Gondin et al
The Australian Debater .....	A Missen
The Penguin Book of Historic Speeches .....	B MacArthur (Ed)
What do you Say?.....	A Armitage
Words that Work.....	S Doenau

**Choral Speaking**

Choral Speaking.....	M Gullan
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**Teaching and Learning**

How Children Fail .....	J Holt
How Children Learn .....	J Holt
Is Your Child’s Speech Normal?.....	J Eisenson
Psychology in the Classroom .....	R Dreikurs & L Grey
Why Johnny Can’t Read.....	R Flesch