

Course title: Public Speaking

Course number: COM 173

Credits: 3 Semester Hours

Prerequisite: None Co-requisite: ENG 100

Grading: A (94-100), A-(90-93), B+(87-89), B (83--86), B-(80-82), C+(77-79), C (73-76), C-(70-72), D+ (67-69), D(63-66), F (below 63).

Course Description

Students will learn the fundamentals of speech communication. They will learn to deliver, discuss, and respond to presentations of increasing complexity. Emphasis will be placed on organization, analysis, and elements of speech delivery, including effective verbal and non-verbal aspects of communication.

General Course Requirements

Upon successful completion of COM 173, students will be able to:

- Compose and deliver several primary types of speeches of increasing length and complexity (Introduction, Entertaining, Informative, Motivational, and Persuasive Speeches), representing an increasing development of critical thinking skills and delivery sophistication.
- Develop, research, and compose speech outlines according to formal outlining techniques.
- Analyze, recognize, and incorporate the appropriate, formal argument models and patterns of logic for each given speech.
- Devise, compose, and utilize appropriate speaking notes to facilitate and enhance the delivery of speeches.
- Utilize both verbal and non-verbal strategies to effectively communicate with audience during speech presentations.
- Understand the importance of audience analysis and demonstrate an ability to be aware of and utilize audience feedback during speech presentations.
- Use audio and visual aids, including PowerPoint, where appropriate, to enhance speech presentations.
- Document information obtained through research using MLA format.
- Analyze and provide productive, useful, and constructive critique of peer speech presentations.

Instructional Materials

Textbook: Public Speaking for College and Career, 7th edition, Hamilton Gregory

Magazine: The student is responsible for regular access to one of the following magazines throughout the semester: Time, Newsweek, New York Times Sunday Magazine, The New Yorker, or a similar magazine (see me for approval of specific mags).

Blank Media: One blank Mini DVD+RW Disc (8 cm) (available at bookstore).

Class topics and assignments

The instructor may change the order of topics and/or the content of the assignments to meet the needs of the class.

Evaluation

Short Speech 2-4 minutes Entertaining	10 points
Informative Speeches 4-6 minutes (2)	20 points each
Persuasive Speech with at least 3 references 5-8 minutes	25 points
Evaluations & Class work/participation	15 points
Quizzes	10 points
<hr/>	
Total Points	100 points

Speech Requirements:

1. Outlines must be word processed and submitted before your major presentations.
2. Major speeches must be on varied topics.
3. You must use a visual on all speeches
4. Use at least two current sources for the Persuasive speech.
5. Attendance, participation and timely cooperation are required.
6. All speeches in a category are due the first day for everyone.
7. Listen to the tapes or videos of your first three speeches and write up an evaluation of one of them. Then make an appointment to share your ideas with me (assignment and sign-up sheet will be distributed).
8. DO NOT enter the room while a speech is in progress.
9. Powerpoint (or an equivalent) will be used for all major speeches.
10. DO NOT reference anything that occurred in a bar.
11. DO NOT develop a speech about child abuse.

Plagiarism:

Plagiarism is a violation of academic honesty. It occurs when you take credit for someone else's work (words) and submit it as your own, either intentionally or through incomplete documentation of sources. Any plagiarized work in a speech will result in an F for the semester.

College Withdrawal Policy

A student who finds it necessary to discontinue a course once class has met must provide written notice to the Registrar. Withdrawal forms are available at the Registrar's office. Nonpunitive "W" grades are assigned to any withdrawal requested before the various unrestricted withdrawal deadlines listed in the calendars published in front of each session's course listings. Withdrawal requests received after these deadlines must bear instructor signatures indicating the student was maintaining at least a C- average at the time of withdrawal. No withdrawals are permitted after the last class preceding the final exam.

Disabled Students and Learning Disabilities Support

If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the Disabilities Counseling Services at 383-5240. To avoid any delay in the receipt of accommodations, you should contact the counselor as soon as possible. Please note that I cannot provide accommodations based upon disability until I have received an accommodation letter from the Disabilities Counselor. Your cooperation is appreciated.

Cellular phones and beepers

Cellular phones and beepers are allowed in class only if they are turned off or turned to a silent mode. Under no circumstances are phones to be answered in class. When there are extenuating circumstances that require that a student be available by phone or beeper, the student should speak to the instructor prior to class, so that together they can arrive at an agreement.

E-mail

Students are encouraged to use e-mail to communicate with me. When you compose your message, be sure to use a relevant word for the Subject. Do **not** use Hello, Hi, It's Me or similar terms. Because these are used by spammers and virus messages, I delete them without opening them.

Class Schedule by week

1. Introduction
2. Chapters 1 & 2; Self-Introduction Speeches
3. Chapters 3, 4, & 18; select topic for Entertaining Speech
4. Chapters 5, 10, 12; Entertaining Speech Presentations
5. Chapter 15; select article for first Informative Speech Presentation (bring to class)
6. Chapters 6, 8, & 11; begin preparing outlines for first Info Presentation
7. Chapter 14; Informative Speech Presentations
8. Informative Speech Presentations Continued
9. Chapter 7; begin outlines for Info Presentation # 2; Written Assignment: listen to your second speech and write up an evaluation that analyzes what is working, and what needs to be improved – be specific & include details. Make a conference appointment to discuss your progress with me.
10. Chapters 9, 16 & 17
11. Second Informative Presentations
12. Second Info Presentations Continued
13. Persuasive Speeches
14. Persuasive Speeches Continued