

Fundamentals of Public Speaking: Communications 110

3 credits

Course Description:

An introductory public speaking course to help students become more proficient in oral communication skills in various situations.

Course Objectives:

To help students:

- Develop and sharpen listening skills.
- Gain confidence in a variety of speaking situations.
- Prepare and deliver effective speeches.
- Communicate effectively in small group situations.

Instructor:

Mr. Michael Porter

Office: Thatcher Addition: Room 2209

Telephone: 228-5445

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Office Hours:

Tuesday, Thursday: 9:00 to 11:00

Monday, Wednesday, Friday: 2:00 to 3:00

Lecture/Lab Schedule:

Tuesday-Thursday 2:00-3:15

Textbooks:

Gregory, Hamilton. *Public Speaking for College and Career*. 9th ed. Boston: McGraw-Hill, 2010.

Course Requirements:

Course requirements consist of speeches, peer evaluations, group activities, and tests.

Speeches include the following:

Introductory

Entertaining

Interpretive Reading

Demonstration

Panel Discussion

Speech to inform

Speech to persuade

Impromptu

Special speeches

General Education Goals/Objectives:

Goal 4: Demonstrates effective communication

Objective 5: Demonstrates effective oral communication skills

Relationship to Campus Theme:

Introduction to Public Speaking emphasizes one of the most important aspects of human nature: communication. Speech will utilize group support, individual creativity, and technical skills in research and presentation to help a student to move beyond his/her present ability to communicate.

Classroom Policies: Grading

Long speeches are required for credit and count one-third of the final grade.
Short speeches, quizzes, peer evaluations, self critiques: one-third of the final grade
Tests: one-third of the final grade.

Academic Integrity:

All assignments, tests and quizzes will meet the standards of accepted Academic Integrity.

Disabilities and Special Needs:

Students with disabilities or special needs must inform the instructor of those needs as soon as possible.

**Syllabus: Fundamentals of Public Speaking
Fall 2011 Tuesday-Thursday**

August 23:

Introduce Class
Introduction to Public Speaking: Chapter 1 pp.2-21

August 25:

Overcoming Nervousness: Chapter 2 pp. 22-39

August 30:

Listening: Chapter 3 pp.40-56

September 1:

Speech to Introduce Self

September 6:

Introduce: Interpretive reading
Debrief the speech to introduce self
Delivering the Speech: Chapter 14 pp.272-295
Introducing a speaker: pp. 377-378

September 8:

Interpretive reading

September 13:

Analyzing Audiences: Chapter 4 pp. 58-79

September 15:

Chapter 5: Selecting Topic, Purpose and Central idea pp.80-97

September 20:

Speech to entertain, or make a point

September 22:

Process or Demonstration Speech pp.326-330

Visual aids: Chapter 9 pp. 164-195

September 27:

Test

September 29:

Demonstration Speech

October 4:

Demonstration Speech

October 6:

Demonstration Speech

Video: Organizing a speech

October 11:

Speaking to Inform: Chapter 15 pp.296-318

Begin: Gathering and using information: Chapters 6 and 7 pp. 98-142

October 13:

Finish Gathering and using information: Chapters 6 and 7 pp. 98-142

Group Dynamics Chapter 19 pp. 386-401

October 18:

Supporting Your Ideas: Chapter 8 pp.144-163

October 20:

Research

October 25:

Panel Discussion

October 27:

Panel Discussion

November 1:

Finish panel discussions

Body, Introductions, Conclusions: Chapter 10 and 11 pp. 196-233

Outlines; Chapter 12 pp.234-253

November 3:

Wording the Speech: Chapter 13 pp.254-270

November 8:

Speech to inform

November 10:

Speech to inform

November 15:

Speech to inform

November 17:

Persuasive speeches and strategies: Chapter 16 and 17 pp. 320-369

November 22:

Video Logic and reasoning

Special Speeches: Chapter 18 pp. 370-384

Impromptu speeches

November 29:

Test

December 1:

Speech to Persuade

December 6:

Speech to Persuade

December 8:

Speech to Persuade

