Dakota College at Bottineau Syllabus

Corse Prefix/Number Title:

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.

Pre-Co/requisites:

None

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
E-mail:mike.porter@dakotacollege.edu

Office Hours:

Tuesday, Thursday: 9:00 to 11:00
Monday, Wednesday, Friday: 9:00 to 10:00

Lecture/Lab Schedule:

Monday-Wednesday-Friday: 2:00-3:00

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
Overall grade of 60% is passing.

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
Monday-Wednesday-Friday
Fall 2012

August 22:
Introduce Class
Introduction to Public Speaking: Chapter1 pp.2-21

August 24:
Overcoming Nervousness: Chapter 2 pp. 22-39

August 27:
Listening: Chapter 3 pp.40-56

August 29:
Speech to Introduce Self

August 31:
Finish: Speech to Introduce Self
Debrief the speech to introduce self
Introduce: Interpretive reading

September 5:
Delivering the Speech: Chapter 14 pp.272-295
Introducing the Speaker: pp. 377-378

September 7:
Interpretive reading

September 10:
Interpretive reading

September 12:
Interpretive reading
Begin: Analyzing Audiences: Chapter 4 pp. 58-79

September 14:
Finish: Analyzing Audiences: Chapter 4 pp. 58-79
Begin: Chapter 5: Selecting Topic, Purpose and Central idea pp.80-97

September 17:
Finish: Chapter 5: Selecting Topic, Purpose and Central idea pp.80-97

September 19:
Speech to entertain

September 21:
Speech to entertain

September 24:
Process or Demonstration Speech pp.326-330
Visual aids: Chapter 9 pp. 164-195

September 26:
Finish: Visual aids: Chapter 9 pp. 164-195

September 28:
Test

October 1:
Demonstration Speech

October 3:
Assessment Day

October 5:
Demonstration Speech

October 8:
Finish: Demonstration speeches
Speaking to Inform: Chapter 15 pp.296-318

October 10:
Gathering and using information: Chapters 6 and 7 pp. 98-142

October 12:
Finish: Gathering and using information: Chapters 6 and 7 pp. 98-142

October 15:
Group Dynamics: Chapter 19 pp. 386-401

October 17:
Video: Organizing a Speech Research

October 19:
Research

October 22:
Panel Discussions

October 24:
Panel Discussions

October 26:
Begin: Supporting Your Ideas: Chapter 8 pp.144-163

October 29:
Finish: Supporting Your Ideas: Chapter 8 pp. 144-163

October 31:
Body, Introductions, Conclusions: Chapter 10 and 11 pp. 196-233

November 2:
Finish Body, Introductions, Conclusions: Chapter 10 and 11 pp. 196-233
Outlines: Chapter 12 pp.234-253

November 5:
Analyze the “I Have a Dream” Speech

November 7:
Wording the Speech: Chapter 13 pp.254-270

November 9:
Speech to inform

November 14:
Speech to inform

November 16:
Speech to inform

November 19:
Finish: Speech to inform
Video: Using Logic and Reasoning

November 21:
Begin: Persuasive speeches and strategies: Chapter 16 and 17 pp. 320-369

November 26:
Finish: Persuasive speeches and strategies: Chapter 16 and 17 pp. 320-369

November 28:
Special Speeches: Chapter 18 pp. 370-384
Impromptu speeches

November 30:
Test

December3:
Speech to Persuade

December 5:
Speech to Persuade

December 7:
Speech to Persuade

December 10:
Speech to Persuade