



Public Speaking

Course Number:	COM 101	Term:	Summer, 2021
Instructor:	TBA	Email:	
Contact Hours:	48	Meeting Times:	TBA
Credits:	3.0		

Course Description:

Communication is core to everything that we do as humans. In fact, miscommunication is often at the root of conflict in our lives. Our ability to communicate effectively not only leads to better understanding in general but also success in relationships, careers, and all elements of life. Public speaking is the ideal way to practice and develop strong speaking and listening skills. Therefore, students in this course will give a number of speeches based on their expertise and interests. They will learn research skills, speech styles and development strategies of content as well as how to use their bodies and voices to deliver impactful messages. Ideally, this practice will translate across all communication situations and help students become more effective communicators in general.

The content for this course will be rooted in the “Core Competencies for Introductory Courses” created by National Communication Association. *The ability to...*

1. *monitor and present yourself to others*
2. *identify, evaluate, and responsibly address ethical issues*
3. *understand, respect, and adapt messages to a diversity of human characteristics and attitudes in order to accomplish communication goals*
4. *listen effectively, and respond appropriately to the meaning of messages*
5. *select, demonstrate, and adapt appropriate forms of verbal, nonverbal, and mediated expression that support and enhance the meaning of messages*
6. *identify and explain how fundamental communication processes influence the outcome of communication interactions*
7. *create and analyze message strategies that generate meaning...within and across a variety of communication contexts.*

Learning Objectives:

Upon successful completion of this course, students will be prepared to:

1. Explain elements of the communication model
2. Critically evaluate information from written and oral sources
3. Prepare and deliver speeches of various types to live audiences
4. Use audience analysis to develop relevant connectable content
5. Develop tactics to manage and overcome communication apprehension
6. Assess speaker credibility

Required Textbook and Course Materials:

Exploring Public Speaking: 4th Edition
Tucker, Barbara; Barton, Kristin; Burger, Amy; Drye, Jerry; Hunsicker, Cathy; Mendes, Amy; and LeHew, Matthew

Language of Instruction:

This course is taught entirely in English, including lectures, homework, assignments and examinations. Teaching assistants will be fluent in both English and Mandarin.

Course Prerequisites:

None

University Policies**Class Format**

In Person. Course activities, discussions, assignments and resources will be made available at the start of and during the course.

Attendance, Participation and Deliverables

Courses are very intensive and in order to be successful, students need to attend every class. Attendance is required for all lectures and class activities. Class participation is expected from every student and form a significant portion of the final course grade

All course deliverables (homework assignments and tests) are due on time as assigned. This course includes *no* make-ups, postponements or additional assignments, except for verified medical emergencies. If you miss an exam/assignment due to a non-sanctioned absence, your score on that exam/assignment will be zero.

Academic Dishonesty

All cases of academic dishonesty will be diligently pursued. Academic dishonesty includes representing the work of another as one's own work or cheating by any means. Academic dishonesty also includes aiding, abetting, concealing or attempting such activity. The penalty is automatic failure of the course and possible suspension from the university.

Grading Scale

Grading Scale (%)

97 - 100	A+	77 – 79	C+
93 - 96	A	73 – 76	C
90 - 92	A-	70 – 72	C-
87 - 89	B+	67 – 69	D+
83 - 86	B	63 – 66	D
80 - 82	B-	60 – 62	D-
		0 – 59	F

Professor- and Course-Specific Policies (*Tentative*)

Grade Components

Speeches (five)	60%
Self-reflection and evaluation	15%
Participation and critical listening	25%
Total	100%

Course Schedule (*Tentative*)

Module	Topics
1	<p>Introduction to Public Speaking</p> <p>Introduction of Assignments</p> <ul style="list-style-type: none"> - Speeches - Peer Critique - Self-Evaluation <p>The Communication Model</p> <ul style="list-style-type: none"> - Sender, Receiver - Message, Feedback (Verbal &/or Nonverbal) - Channel - Noise or Interference <p>Types of Speeches</p> <ul style="list-style-type: none"> - Informative - Persuasive - Special Occasion <p>Styles of Public Speaking</p> <ul style="list-style-type: none"> - Impromptu - Extemporaneous - Manuscript <p>Speech Structure</p> <ul style="list-style-type: none"> - Introduction (ADG, Purpose, Justification, Credibility, Preview – Differs from text book) - Body (Topic Sentences and Transitions) - Conclusion (Review, Closing, Call to Action - if appropriate) <p>Being a Good Audience Member and Peer Feedback</p>
2	<p>Speech Fear / Communication Apprehension</p> <p>Formal Outlining</p> <p>Audience Analysis Part 1</p> <p>Informative Speeches</p> <ul style="list-style-type: none"> - Organization styles - Information Breakdown - Speaking aids (visual, audio, physical) <p>Research Part 1</p> <ul style="list-style-type: none"> - Navigating the internet - Quality Sources - Information Bias <p>How to use and source information properly in a speech</p> <p>How to practice</p> <p>Delivery Part 1</p> <ul style="list-style-type: none"> - Verbal = volume, rate, and clarity - Nonverbal = avoiding physical distractions, performing confidence, eye contact - Using speaking aids & Speaking Notes

3	<p>Focus on Audience, Perception and Goal Centered Communication</p> <p>Audience Analysis Part 2</p> <ul style="list-style-type: none"> - Information Collection - Perception - Bias - Understating Differences (stereotyping, - isms) - Speaking with the audience in mind <p>Persuasion</p> <ul style="list-style-type: none"> - Aristotle's Appeals (Ethos, Pathos, Logos) - Persuasive Fallacies - Ethics <p>Persuasive Speeches</p> <ul style="list-style-type: none"> - Organizational Styles - Persuasive Strategy <p>Research Part 2</p> <ul style="list-style-type: none"> - Source Credibility - Source Influence
4	<p>Focus on Persuasion & Critical Thinking</p> <p>Delivery Part 2</p> <ul style="list-style-type: none"> - Verbal = emphasis, pause, tone - Nonverbal = credibility, impactful posture, gestures, movement and matching facial expression <p>Listening</p> <ul style="list-style-type: none"> - Critical Listening - Perception Checking
5	<p>Focus on Speaking for Particular Occasions</p> <p>Speaking for an Occasion</p> <ul style="list-style-type: none"> - Types of Special Occasions - Organizational Structures <p>Adjusting for context</p> <ul style="list-style-type: none"> - Space - Audience - Situation