

CHAMINADE UNIVERSITY OF HONOLULU
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Com 140 PERSONAL AND PUBLIC SPEECH

OBJECTIVES

1. Develop an understanding of self and others.
2. Develop an awareness of non-verbal communication.
3. Develop interpersonal relationship skills.
4. Develop skills in listening.
5. Develop an understanding and skill for language usage.
6. Understand the process of communication theory.
7. Develop confidence in different **speaking** situations.
8. Gain organization and message development skills.
9. Develop **thinking** (reasoning) skills.
10. Develop skills in persuasion.

DESCRIPTION

Introduction to major elements in speech. Activities for students to acquire competence in two-person, small group, and public situations. Examination and application of basic principles of message development.

TEXTBOOK - COMMUNICATE! Author: Rudolph F. Verderber, 9th Ed.

CLASS GUIDELINES

- A. **EXAMS:** Two exams will be administered..... 20%
- B. **ATTENDANCE, CLASS PARTICIPATION, AND IMPROVEMENT.....30%**
1. Attendance is important. It is mandatory for speeches and exams.
 2. **UNEXCUSED** absence(s) will definitely affect your grade.
 3. Assignment(s) missed due to absence must be turned in during next class session.
- C. **SPEECHES.....50%**
1. Two or three short talks (3 - 5 minutes)
 2. One Informative Speech (5 - 7 minutes)
 3. One Persuasive Speech (7 -10 minutes)
 - (a) with or without visual aides
 - (b) Outline due on day of delivery - 3 sources of information - including a bibliography
 5. **Participation in** all interview or reporting orally on part of a chapter.
 5. **Participation in** group discussions.

D. INDIVIDUAL AND GROUP ACTIVITIES

1. Oral
2. Written

E. ACADEMIC REGULATIONS:

Writing standards (1999 - 2000 Catalog, vol. 44, p.50)

F. COMMUNICATION 140 POLICIES (See attached)

G. GRADES:

A = 90-100

B=80-89

C=60-79

D=50-59

F = 49 & below

TENTATIVE SCHEDULE

Pearl Harbor - Thursday, January 13 - March 16, 2000

Jan. 13

Introduction

Discuss syllabus

Basic Skills in Speaking

A. Stance, Eye Contact, Gestures

B. Speech Faults

1. Addition: idea - idear

2. Omission: desk - des

3. Substitution: this - dis

C. Go over list of words with sound errors - phonetics

Assignment: List with sound errors

Assignment: 1. Objectives - Goals for class - 1 or 2 sentences

2. Perception of Self Paper

Assignment: 2 paragraphs about job/responsibilities

Assignment: Prepare a one-man TV commercial for next class - 30 seconds - one minute - any product

Activity: Bio Poem/Who's Who

Jan. 20

Due: 1 or 2 paragraphs about job/responsibilities

Due: Perception of Self Paper/Objectives

Due: Speech Faults—errors in sounds

Disc: Chap. 1 - Communication Perspective

2 - Perception of Self & Others

12 - Topic and Goal

13 - Research

16 - Presenting Your Speech

Activity: "Keep in Touch" and "The Giving Tree"

Activity: TV Commercials

Talk #1: Pet Peeves

Assignment: Due next week

5 Informative and 5 Persuasive topics

(Need - volunteer to type list)

Jan. 27

Activity: Pass out topics

Disc: Chap. 3 - Verbal Communication

4 - Nonverbal Communication

5 - Self-Disclosure & Feedback - ~~keep a~~ record of when you and someone else self-disclosed to each other

14 - Adapting to Audience Verbally and Visually

Talk #2 - Experiential Speeches

Assignment: Perception of chapters 1-9:

1 or 2 paragraphs each

Feb. 3	<p>Due: Perceptions for chapters 1-9</p> <p>Lecture: Speeches for different occasions - plus Eulogy - due next week</p> <p>Disc: Chap. 6 - Listening 7 - Conversations 14 - Organizing - Intro/Conc</p> <p><u>Assign: 3</u> Intros and 3 Conclusions</p>
Feb. 10	<p>Due: 3 Intros and 3 Conclusions</p> <p>Due: Typed Eulogy</p> <p>Listen to speeches for different occasions</p> <p>Disc: Chap. 8 - Communicating in Relationships Chap. 9 - Job Interviewing Chap. 17 - Informative Speaking Chap. 18 - Persuasive Speaking</p> <p>Review for Mid Term</p> <p><u>Assign:</u> Students for job interviews - 3 or 4 pairs</p> <hr/>
Feb. 17	<p>Read 2 -3 eulogies</p> <p>Disc: Chap. 10 - Participating in Small Groups Chap. 11 - Leadership in Groups</p> <p>MID- TERM - Chapters 1-9</p> <p>Be prepared for current events discussion - Mar. 1</p> <hr/>
Feb. 24	<p>Listen to Informative Speeches</p> <hr/>
Mar. 2	<ol style="list-style-type: none"> 1. Ask for 2 -3 volunteers for Persuasive Speeches 2. Activity: Listen to Interviews - 3 or 4 pairs 3. Listen to group discussions <ol style="list-style-type: none"> A. "Who Robbed the Bank?" B. Current Events 4. Review for Written and Oral Exams 5. Assist students who need help for their Persuasive Speeches <hr/>
Mar. 9	<p>Listen to Volunteer Speakers</p> <p>Written Finals (Chapters 10 - 18)</p> <hr/>
Mar. 16	<p>Listen to Persuasive Speeches</p>