

Communication **320:42** **Public Speaking**
Course Description, Outline, and Schedule
Fort Shafter, Fall 1998

Course Instructor: Jessica Bradshaw
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Required Materials:

Lucas, S. E. (1998). The Art of Public Speaking. (6th edition). New York: McGraw-Hill.

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Course Description

This course is designed to introduce students to the principles of effective public speaking. Students will gain substantial knowledge and practice in speech composition and delivery. As you prepare and present a variety of speeches throughout the semester, particular emphasis will be placed on organization, critical thinking, reasoning, and evaluation of speeches. As a result, you will not only become more proficient public speakers, but also develop better writing, listening, and analytical skills.

Tentative Course Schedule

(Note: Any changes in the course schedule will be announced during class. Students are responsible for being aware of and adhering to any changes that are announced regarding assignments.)

October 6 [day 1]	Course Overview: Orientation Introduction Questionnaire Introductory Speeches Ethics & Public Speaking <i>Read: Chapters 1-3</i>
October 13 [day 2]	Speaking to Inform . Choosing Topics & Purposes Organizing the Speech Outlining the Speech Introduction/Conclusion <i>Read: Chapters 4, 8-10</i>
October 20 [day 3]	Delivery Workshop Outlining Workshop <i>Read: Chapter 14</i>
October 27 [day 4]	Informative Speeches DUE: Informative Outline

November 3 [day 5]	Gathering Materials Review for Midterm Introduce Persuasive Speech Read Chapters: 5-7 , 12-13
November 10 [day 6]	Midterm (Chapters: 1-4, 8-10, & 14) DUE: Audience Analysis
November 17 [day 7]	Finish Persuasive Speech Introduce Commemorative Speeches/Presentation & Acceptance Read Chapters: 15-16 , 11 & 17
November 24 [day 8]	Persuasive Speeches DUE: Persuasive Outlines
December 1 [day 9]	Commemorative Speeches Presentation & Acceptance Speeches Review for Final Exam DUE: Manuscripts
December 8 [day 10]	Final Exam (Chapters: 5-7.11-13, & 15-17)

GRADED ASSIGNMENTS WORKSHEET

ASSIGNMENTS	POSSIBLE	EARNED
1. Midterm (1-4,8-10, &14)	100	
2. Final (5-7,11-13, & 15-17)	150	
3. Informative Speech (165)		
Presentation	75	
Outline	50	
2 Peer Evaluations	20	
Self-Evaluation	20	
4. Persuasive Speech (200)		
Presentation	168	
Outline	50	
3 References	10	
2 Peer Evaluations	20	
Audience Analysis	20	
5. Commemorative Speech (155)		
Presentation	100	
Manuscript	50	
Peer Evaluation	5	
6. Presentation/Acceptance (155)		
Presentation	100	
Manuscript	50	
Peer Evaluation	5	
7. Activities (75)		
Scrambled Outline	15	
Beginnings & Endings	15	
Reasoning in Per. Mess.	20	
Overall Participation	25	

There is no class curve on any of the assignments or exams. Grades will be assigned on the following basis: A (900 points and above), B (800 to 899 points), C (700 to 799), D (600 to 699 points) and F (599 and below).