

# COM SPEECH 320: PUBLIC SPEAKING

## COURSE SYLLABUS FOR PEARL HARBOR SPRING EVENING 1998

Instructor: Jenna Lubers  
Phone: 624-7357

Class Dates: 6 April - 15 June  
Class Time: 1645 - 2055

### COURSE READINGS

Textbook Lucas, S. E. (1998). The Art of Public Speaking (6<sup>th</sup> ed.) New York: McGraw-Hill.

### COURSE DESCRIPTION

This course centers around instruction in the theory and practice of effective public speaking. Emphasis is on the elements common to every formal communication situation (i.e., presentation to two or more people). (1) context: identity of the speaker, audience, and purpose; (2) content: including the research skills necessary to develop appropriate content; (3) organization: including the formulation of a thesis or focus and the coherent development of ideas, evidence, or reasoning to support, explain, or establish that thesis; (4) and techniques for effective oral delivery, including the establishment of credibility and the use of appropriate language.

The course format will be a seminar type setting requiring intensive student participation.

### COURSE OBJECTIVES

On the completion of this course, you will be prepared to research, compose, organize and deliver speeches for various purposes and occasions in a variety of **communication** situations.

## TENTATIVE COURSE OUTLINE AND SCHEDULE\*\*

April 6	Orientation to the Course Introduction <b>Questionnaire</b> Get-Acquainted Interviews PERFORMANCE: Introductory Speeches Speaking in Public & Listening Analyzing Your Audience & Gathering Materials	Lucas Ch. 1, 3 Lucas Ch. 5, 6
April 13	Informative Speeches & Topic Selection Ethics in Speaking Organizing & Outlining Beginning and Ending the Speech Supporting and Citing References Audience Analysis in class Due: Informative Speech Topic	Lucas Ch. 14, 4 Lucas Ch. 2 Lucas Ch. 8, 10
April 20	Visual Aids, Leave-Behinds, Note Cards, & Manuscripts Delivery Workshop ( <b>Impromptus</b> ) Due: Audience Analysis Introduction, Conclusion and Main Points of Speech Bring 3 sources to class Due by end of class Rough Drafts of <b>Informative</b> Speeches (will work on in class)	Lucas Ch. 13 Lucas Ch. 7, 9, 12
April 27	PERFORMANCE: <b>Informative</b> Speeches Ballots for Public Speaking Awards <b>Introduce</b> Persuasive Speeches Motivate Sequence Pattern <b>Impromptus</b> on Motivated Sequence Pattern Distribute Audience Analysis Questionnaires in class Due: Final Drafts of Informative Speeches Persuasive Speech Topic (by end of class)	Lucas Ch. 15-16

May 4	Work on Persuasive Speech Outlines Review for Midterm Exam Due: Audience Analysis Bring 3 Sources to class	
May 11	MIDTERM EXAMINATION Votes in for Screen Day	
May 18	PERFORMANCE: Persuasive Speeches Ballots for Public Speaking Awards Special Occasion Speeches Using Language Commemorative Speeches Go Over Exams	Lucas, Ch. 11 Lucas, Ch. 17
May 25	Memorial Day- <u>no class!</u>	
June 1	PERFORMANCE: Commemorative Speeches Speeches of Presentation and Acceptance Screen Day	
June 8	PERFORMANCE: Speeches of Presentation and Acceptance Review for Final Exam Course Evaluations	
June 15	FINAL EXAMINATION	

**\*\*Any changes in the course schedule will be announced in class. Students are responsible for being aware of and adhering to changes announced regarding assignments and topics of discussion.**

# ASSESSMENT OF SPEECH-COMMUNICATION COMPETENCY

<u>KNOWLEDGE:</u> Demonstration of Communication Competency Through Knowledge Attainment	<u>Points</u>
Midterm Exam	175
Final <b>Exam</b>	175

## SKILL: Demonstration of Communication Competency Through Skill Development

1.	Introductory Speech	ungraded
2.	Informative Speaking Assignment <ul style="list-style-type: none"> <li>• Informative Speaking Outline (70)</li> <li>• Informative Speech (70)</li> <li>• Peer Evaluations (30)</li> <li>• Self Evaluation (30)</li> </ul>	200
3.	Persuasive Speaking Assignment <ul style="list-style-type: none"> <li>• Audience Analysis Report (40)</li> <li>• Persuasive Speaking Outline (80)</li> <li>• Persuasive Speech (80)</li> </ul>	200
4.	Commemorative Speaking Assignment	100
5.	Presentation or Acceptance Speech	100
6.	Class Assignments/Participation	50

## GRADING SYSTEM

A (90% and above) =	1,000 - 900	D (60% to 69%) =	699 - 600
B (80% to 89%) =	899 - 800	F (59% and below)=	599 and below
C (70% to 79%) =	799 - 700		

## POLICIES

**Attendance** Regular and prompt **attendance** is **necessary** for students to adequately develop communication competencies. Most of the **activities** build upon one another so attendance and preparation for each class period is vital. Should it be necessary for you to be absent from your lab section, call me **prior** to the **absence**. Excused **absences** are those documented by a physician's note or similar verification. **Each** unexcused **absence** from class will result in 10 points deducted from your final exam score. Attending class late can constitute an **unexcused** absence. Inadequate preparation for a lab class also constitutes an absence since you need to be prepared to **benefit** from the lab session.

**Assignments** **Late work** is not accepted unless an **extreme** situation arises. To be accepted, all **assignments** must be **typed** unless otherwise specified by your instructor.

**There are no late exams given** except for extreme emergencies. Failure to take an exam without prior explicit exemption by the course director will result in a failing grade for that exam. Please bring a number 2 pencil to both exams.