



Chaminade University OF HONOLULU

SD'00
Pr

Melba Kop
Spring 2000

COMMUNICATION 320: PUBLIC SPEAKING

DESCRIPTION

Intermediate course. Study and experience in **more** complex forms of informative, persuasive, and argumentative **speaking**. Historical/critical analysis of principal speakers and speeches. PREREQUISITE: Communication 140.

OBJECTIVES

1. Prepare speeches in an organized format
2. Deliver speeches **with** appropriate use of voice and bodily action
3. Recognize the **importance** of ethics in public **speaking**
4. Know the basic difference in **organization** between an **informative** and a **persuasive** speech
5. Understand the basic strategies when persuading different audiences
6. Distinguish the **various** types of nonverbal messages that the public speaker communicates
7. Present a message **that** appeals to emotions
8. Argue logically for and against an issue
9. Listen thoughtfully and critically to speeches
10. Give constructive **criticism** to speakers

COMMUNICATION 320: PUBLIC SPEAKING GRADE COMPUTATION

<u>Grade</u>			
<u>Grade</u>	<u>No.</u>	<u>%</u>	Points
SPEECHES			
Quotation			05
Informative (Visual Aid)	_____		10
Persuasive (Logos)			20
Personal Interest/Message (Pathos)			15
Two-Person/Two-Team Debates			15
Presentation/ Acceptance			10
EXAMINATION			25

Total

Absences

A+ = 13	B+ = 10	C+ = 7	D+ = 4	F = 1
A = 12	B = 9	C = 6	D = 3	
A- = 11	B- = 8	C- = 5	D- = 2	

Policy on Attendance

Attendance is strongly encouraged for

1. mastering both the oral and written requirements
2. serving as an audience
3. sharpening your skills as a listener
4. evaluating the effectiveness of speeches.

Thus, any absence beyond three, whether excused or unexcused, is an automatic -15 points from the total point system.

CLASS SCHEDULE

- Week 1: Course Overview
Speaking in Public (Chapter 1)
Ethics and Public Speaking (Chapter 2)
Delivery (Chapter 12)
- Week 2: **"Quotation" Speeches** (No notes)
- Week 3: Speaking to Inform (Chapter 14)
Analyzing the Audience (Chapter 5)
Selecting a Topic and Purpose (Chapter 4)
Organizing the Body of the Speech (Chapter 8)
Supporting Your Ideas (Chapter 7: pp. 168-175)
Beginning and Ending the Speech (Chapter 9)
Using Visual Aids (Chapter 13)
- Week 4: **Informative Speeches With Visuals** (No Notes)
- Week 5: Speaking to Persuade (Chapter 15)
Gathering Materials (Chapter 6)
Supporting Your Ideas (Chapter 7: pp. 175-192)
- Week 6: Methods of Persuasion (Chapter 16: pp. 404-424)
Listening (Chapter 3)
- Week 7: **Persuasive Speeches -- Logos** (Speaking Outline)
- Week 8: Methods of Persuasion (Chapter 16: pp. 424 to end)
Using Language (Chapter 11: pp. 274-280)
- Week 9: Debate Principles
- Week 10: **Personal Interest/Message Speeches -- Pathos** (No Notes)
- Week 11: ~~Team~~ Meetings/Coaching/Research
- Week 12: **Two-Person/Two-Team Debates** (Notes)
- Week 13: Speaking on Special Occasions (Chapter 17: 443-445)
Examination
- Week 14: Conferences
- Week 15: **Presentation/Acceptance Speeches** (Notes)

*Subject to change, give or take a week.

GENERAL INFORMATION

OFFICE: Henry Hall 206 - A

E-MAIL: golfkop@pixi.com

PHONE: 735-4828

OFFICE HOURS: M-W-F 11:00-12:00
1:00- 3:00

T-TR By appointment

1. If you know in advance that you cannot attend class on the day of your speech, make arrangements with a class member for the switch of days, and let me know of the change.
2. You may make up a speech with verification that circumstances were **BEYOND YOUR CONTROL**. In such a case, please notify me **BEFORE** class, if possible. (Nursing a common cold, picking up someone at the airport, or not being ready for an assignment are **NOT** considered legitimate excuses.)
3. Not showing up for your debate will cause scheduling problems not only for the debators, but also the entire class. Please make every effort to come to class prepared to debate the opposition and to be on time.
4. If you are one of the "lucky" ones to give your speech or debate on the first scheduled day, you are still expected to do well; however, I will consider the anxiety of "first rounders." Obviously, the rest of the class is expected to learn from the evaluations of previous speakers.
5. If you are not present in class, you are still responsible for the material covered.
6. Class starts at 10:00, and it is expected that you be **ON TIME**.
7. Most speeches will be videotaped, so make sure you have your own tape for recording your presentations and for individual evaluations.