

JEFFERSON COLLEGE

COURSE SYLLABUS

COM 110

Public Speaking

3 Credit Hours

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Revised Date: April 2, 2014
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COM110 Public Speaking

I. CATALOGUE DESCRIPTION

- A. Course Prerequisites: Reading Proficiency
- B. 3 semester credit hours
- C. Public Speaking will develop the student's ability in the construction and delivery of informative, persuasive and special occasion platform speeches. Public Speaking will satisfy the general education communication requirement for the Associate degree. This is a preferred course for those going into teacher education. (F,S)

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

COM110 Expected Learning Outcomes	Assessment Measures
Identify appropriate and meaningful topics for presentations	Classroom discussion Written Assignments
Identify and explain the principles of effective organization	Classroom discussion Exam Written Assignments Speech Presentations
Demonstrate the ability to think critically and write analytically	Classroom discussion Exam Written Assignments Speech Presentations
Develop logical and well-supported arguments	Classroom discussion Exam Written Assignments Speech Presentations
Analyze effective delivery skills	Classroom discussion Exam Written Assignments Speech Presentations
Construct and deliver an informative speech	Written Assignments Speech to Inform
Construct and deliver persuasive speeches	Written Assignments

	Speech to Persuade – Attitude Speech to Persuade – Action
Construct and deliver a special occasion speech	Written Assignments Special Occasion Speech
Critique their own and peer presentations	Oral Presentations Written Assignments Peer and Self Evaluation

III. OUTLINE OF TOPICS

A. Elements of Public Speaking

1. Identify the benefits of public speaking skills
2. Describe the role of listener in public speaking situations
3. Explain the role of ethics in public speaking
4. Identify reasons for speech anxiety and methods of management

B. Characteristics of Public Speaking

1. Explain the role of audience analysis for public speaking
2. Identify methods of topic selection for various speaking assignments
3. Describe types of supporting materials and sources
4. Identify organizational patterns for various speaking assignments
5. Explain outline format
6. Explain self and peer critiques

C. Explain the Characteristics of Special Occasion Speaking

1. Identify the various forms of ceremonial speeches
2. Choose and develop a topic for oral presentation
3. Organize and develop supporting ideas for the topic
4. Present a ceremonial speech

D. Explain the Characteristics of Informative Speaking

1. Choose and develop a topic for oral presentation
2. Explain the development of an informative introduction and conclusion
3. Identify the various methods of utilizing transitions and transitional phrases
4. Organize and develop supporting ideas for the topic
5. Identify presentational skills
6. Present an informative speech

- E. Explain the Characteristics of Persuasive Speaking
 - 1. Distinguish between informative and persuasive
 - 2. Explain use of source citations and works cited information
 - 3. Utilize the library
 - 4. Choose and develop a topic for oral presentation
 - 5. Organize and develop supporting ideas for the topic
 - 6. Present a persuasive speech to influence attitude
 - 7. Present a persuasive speech to influence action

IV. METHODS OF INSTRUCTION

- A. Instructor Lectures
- B. Group Discussions
- C. Writing Assignments
- D. Oral Presentations
- E. Videos

V. REQUIRED TEXTBOOK

O'Hair, Dan, Rob Stewart, and Hannah Rubenstein, *A Speaker's Guidebook*, current edition. Bedford/St. Martin's.

VI. REQUIRED MATERIALS

Textbook

VII. SUPPLEMENTAL REFERENCES

Current Library Resources

VIII. METHOD OF EVALUATION

- A. Written Exams
- B. Writing Assignments
- C. Peer and Self Evaluations
- D. Speech to Inform

- E. Speech to Persuade – Attitude
- F. Speech to Persuade – Action
- G. Special Occasion Speech
- H. Classroom Discussion

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services in the Library, phone 636-481-3169.

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see college website, http://www.jeffco.edu/jeffco/index.php?option=com_weblinks&catid=26&Itemid=84)

XI. ATTENDANCE POLICY

Students earn their financial aid by regularly attending and actively participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.