

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title:

Fundamentals of Public Speaking: Communications 110

3 credits

Course Description:

An introductory public speaking course to help students become more proficient in oral communication skills in various situations.

Course Objectives:

To help students:

- Develop and sharpen listening skills.
- Gain confidence in a variety of speaking situations.
- Prepare and deliver effective speeches.
- Communicate effectively in small group situations.

Instructor:

Mr. Michael Porter

Office: Thatcher Addition: Room 2209

Telephone: 228-5445

E-mail: mike.porter@dakotacollege.edu

Office Hours:

Tuesday-Thursday: 10:00 - 10:50

Wednesday: 2:40-3:40

Lecture/Lab Schedule:

Tuesday, Wednesday, Thursday 11:00-12:40

Textbooks:

Gregory, Hamilton. *Public Speaking for College and Career*. 9th ed. Boston: McGraw-Hill, 2010.

Course Requirements:

Course requirements consist of speeches, peer evaluations, group activities, and tests. Speeches include the following:

Introductory

Entertaining

Interpretive Reading

Demonstration

Panel Discussion

Speech to inform

Speech to persuade

Impromptu

Special speeches

General Education Goals/Objectives:

Goal 4: Demonstrates effective communication

Objective 5: Demonstrates effective oral communication skills

Relationship to Campus Theme:

Introduction to Public Speaking emphasizes one of the most important aspects of human nature: communication. Speech will utilize group support, individual creativity, and technical skills in research and presentation to help a student to move beyond his/her present ability to communicate.

Classroom Policies:

Students are to turn off cell phones and computers and refrain from texting.

Grading:

The three long speeches are required for credit and count one-third of the final grade.

Short speeches, quizzes, peer evaluations, self critiques: one-third of the final grade

Tests: one-third of the final grade

Overall grade of 60% is passing.

Academic Integrity:

All assignments, tests and quizzes will meet the standards of accepted Academic Integrity.

Disabilities and Special Needs:

Students with disabilities or special needs must inform the instructor of those needs as soon as possible.

**Fundamentals of Public Speaking
Communications 110
Summer 2014**

June 10

Introduce Class

Introduction to Public Speaking: Chapter 1 pp.1-23

June 11

Overcoming Nervousness: Chapter 2 pp. 24-41.

Listening: Chapter 3 pp.42-57

June 12

Speech to Introduce Self

Debrief : The speech to Introduce Self

June 17

Delivering the Speech: Chapter 14 pp.294-319

June 18

Interpretive reading

June 19

Analyzing Audiences: Chapter 4 pp. 58-81

Introduce Entertain or Make a Point

June 24

Chapter 5: Selecting Topic, Purpose and Central idea pp.82-101. Video: Organizing a speech.

June 25

Speech to entertain or Make a Point

June 26

Process or Demonstration Speech pp.326-328

Visual aids: Chapter 9 pp. 176-209

July 1

Test

July 2

Demonstration Speech

July 3

Speaking to Inform: Chapter 15 pp.320-343

Begin: Gathering and using information: Chapters 6 and 7 pp. 102-155

July 8

Finish Gathering and using information: Chapters 6 and 7 pp. 102-155

Group Dynamics:

Chapter 19 pp. 410-426

July 9

Supporting Your Ideas: Chapter 8 pp.156-175

July 10

Library research

July 15
Symposium

July 16
Body, Introductions, Conclusions: Chapter 10 and 11 pp. 210-251
Outlines: Chapter 12 pp.274-295

July 17
Wording the Speech: Chapter 13 pp.274-293.

July 22
Speech to inform

July 23
Persuasive speeches and strategies: Chapter 16 and 17 pp. 344-395

July 24
Analyze Dr. Martin Luther King's "I Have Dream Speech"

July 29
Special Speeches: Chapter 18 pp. 396-409
Impromptu speeches

July 30
Test

July 31
Speech to Persuade

