



**Course Prefix/Number/Title:**

**Fundamentals of Public Speaking COMM 110**

**Number of Credits: 3**

**Course Description:**

The theory and practice of public speaking with emphasis on content, organization, language, delivery and critical evaluation of messages.

**Pre-/Co-requisites: None**

**Course Objectives:**

To help students:

1. Develop and sharpen listening skills. (Meets General Education Competency/Goal 4: Communicates effectively, Learning Outcome 5: Demonstrates effective oral communication skills)
2. Gain confidence in a variety of speaking situations. (Meets General Education Competency/Goal 4: Communicates effectively, Learning Outcome 5: Demonstrates effective oral communication skills)
3. Prepare and deliver effective speeches.  
(Meets General Education Competency/Goal 4: Communicates effectively, Learning Outcome 5: Demonstrates effective oral communication skills)
4. Communicate effectively in small group situations.  
(Meets General Education Competency/Goal 4: Communicates effectively, Learning Outcome 5: Demonstrates effective oral communication skills)

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**Textbook(s):**

Exploring Public Speaking: The Open Educational Resource College Public Speaking Textbook. Version 4.1 (2020)

<https://www.exploringpublicspeaking.com/download>

[https://static1.squarespace.com/static/5d3675db5281d70001067e60/t/5f2ccedfcc46b01da8e56ef4/1596772071747/Exploring+Public+Speaking+4\\_0\\_1.pdf](https://static1.squarespace.com/static/5d3675db5281d70001067e60/t/5f2ccedfcc46b01da8e56ef4/1596772071747/Exploring+Public+Speaking+4_0_1.pdf)

**Course Requirements:**

Course requirements consist of class discussion, assignments, delivery of speeches, peer reviews. These are subject to change with clear communication to students.

**Speeches Include:**

Narrative Speech	25 points
Brown Bag Speech	25 points
Informative Speech	100 points
Demonstration Speech	100 points
Persuasive Speech	150 points
Impromptu Speeches	25 points
In class Assignments	80 points
Peer Evaluation Sheets on graded speeches	75 points
<b>Total:</b>	<b>580 points</b>

**Grading Scale**

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Less than 60%	F

**Tentative Course Outline**

Wednesday Jan. 11 <sup>th</sup>	Introduction & Syllabus
Friday Jan.13th	Chapter 1 & 2
Monday Jan. 16th	NO SCHOOL – MLK DAY
Wednesday Jan. 18th	Chapter 3
Friday Jan. 20th	Assign Narrative Speeches
Monday Jan. 23rd	Chapter 5
Wednesday Jan. 25th	Narrative Speeches (1-2 min)
Friday Jan. 27th	Finish Narrative Speeches In-class Assignment - What makes you nervous? Blackboard 10 pts
Monday Jan. 30th	Assign Brown Bag Speeches
Wednesday Feb. 1st	Chapters 6 & 7
Friday Feb. 3rd	Work on Speeches Topic Brainstorm –Blackboard - 25 pts
Monday Feb. 6th	Brown Bag Speeches
Wednesday Feb. 8th	Chapter 8 & 10
Friday Feb. 10th	Chapter 11 Assign Informative Speeches (3-5 minutes)
Monday Feb.13th	Chapter 12 Outlining
Wednesday Feb. 15th	Review Outlining Video Examples
Friday Feb. 17th	Share a TedTalk
Monday Feb. 20th	NO SCHOOL – PRESIDENT'S DAY
Wednesday Feb. 22nd	Informative Speeches (3-5 minutes)
Friday Feb. 24th	Informative Speeches (3-5 minutes)

Monday Feb. 27th	Chapter 9
Wednesday Mar. 1st	Assign Demonstration Speech Informative Speech Evaluation
Friday Mar. 3rd	Review Outlining and citing sources
Monday Mar. 6th	Outline Review
Wednesday Mar. 8th	Prepare Demonstration Speech
Friday Mar. 10th	Prepare Demonstration Speech
Monday-Friday March 13 <sup>th</sup> -17th	NO SCHOOL- SPRING BREAK
Monday Mar. 20th	ITEMS DUE
Wednesday Mar. 22nd	Demonstration Speeches (4-6 Minutes)
Friday Mar. 24th	Demonstration Speeches (4-6 Minutes)
Monday Mar. 27th	Review Speeches
Wednesday Mar. 29th	Chapter 13
Friday Mar. 31st	Chapter 14
Monday Apr. 3rd	What is persuasive to you? Blackboard – 20 points
Wednesday Apr. 5th	Assign Persuasive Speech
Friday Apr. 7th	NO SCHOOL – GOOD FRIDAY
Monday Apr. 10th	NO SCHOOL – EASTER MONDAY
Wednesday Apr. 12th	Class time to prepare outlines
Friday Apr. 14th	Class time to prepare speeches
Monday Apr. 17th	Persuasive Speeches (7-9 minutes)
Wednesday Apr. 19th	Persuasive Speeches (7-9 minutes)
Friday Apr. 21st	Persuasive Speeches (7-9 minutes)
Monday Apr. 24th	Persuasive Speech Evaluation
Wednesday Apr. 26th	Chapter 15
Friday Apr. 28th	Impromptu Speeches
Monday May 1st	Self-Evaluation
Wednesday May 3rd	Study Hall
Friday May 5th	Wrap up. Last day of class

**General Education Competency/Learning Outcome(s):**

Learning Outcome 5: Demonstrates effective oral communication skills

- Performance Indicator 1: Produces original content
- Performance Indicator 2: Adapts to a variety of speaking and listening situations
- Performance Indicator 3: Uses volume, eye contact, rate of pronunciation, articulation, and gesticulation effectively

- Performance Indicator 4: Uses listening skills to critique, evaluate, and/or assess oral communication

### **Relationship to Campus Focus:**

A focus on awareness of our impact in the world and on our environment. Discussion of utilizing new technologies to communicate and share information with small and mass groups of people. Students will also understand how to utilize these new ideologies and tools to their benefit, as well as the benefit of the world and society as a whole as emerging leaders.

### **Classroom Policies:**

**Absences and Assignment Due Dates:** Late assignments will be docked 10% per day late. This is the policy for all assignments in all circumstances. If you email me an assignment, you will get a reply from me to verify that I have received the assignment. If you do not get a receipt from me, I did not get the assignment. It is your job to ensure that I have received the assignment, so if you do not get a response from me within 24 hours of submitting your assignment by email, you need to resend the email. The assignment continues to lose 10% per day during this time.

**Speech Day:** I will create a schedule for speeches and evaluations. If you miss your speech day, you will be allowed to make it up only if you contact me within 24 hours of the class period missed. **I will allow one make-up speech per semester.** **Late speeches are docked 50%.** You will make up your speech during the next class period where time allows you to speak at the end of all other scheduled activities. If you are on the schedule to speak, it is important that you attend class. If you miss one of your evaluation days, you will lose those points as if you are not there to complete the evaluation, you can not earn the points.

Typed outlines are required to deliver your speech. If you do not have a typed outline you will not be allowed to speak and will begin to lose points for late work. This requirement will not change in any circumstance. Either post your outline in Blackboard prior to class or print and bring me a copy of your outline to follow as you speak.

**This is a speech class - your role as an audience member is very important. If you have your cell phone or computer out and are texting or surfing during a classmates speech you will be asked to leave the class.**

This class will be a place where all thoughts are welcome, no one fears sharing their opinion, and minds are open to new ideas. You have all EARNED the opportunity to be here by completing the same criteria, thus making you equals. As emerging leaders, you are expected to show respect for each other's differences. Conflicting opinions are part of life and will create dynamic discussions. The instructor reserves the right to end these discussions and the participants will agree to disagree.

It is your responsibility to keep all assignments that are graded and handed back to you. In the case of a grade dispute, it is the student's responsibility to provide past assignments to confirm grades.

The syllabus is a living document that is subject to change. All assignments will be confirmed during the class prior to their due date. The instructor reserves the right to allow the class agenda to fluctuate as the course progresses.

### **Student Email Policy:**

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the Campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

### **Academic Integrity:**

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

### **Disabilities or Special Needs:**

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

### **Title IX:**

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.