

Public Speaking (SPCH 1315) Online



Credit: 3 semester credit hours (3 hours lecture)

Prerequisite/Co-requisite: Complete the Online Orientation and answer yes to 7+ questions on the Online Learner Self-Assessment:
<http://www.lit.edu/depts/DistanceEd/OnlineOrientation/OOStep2.aspx>

Course Description

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. ***This course is time-bound, structured, and completed totally online.***

Required Textbook and Materials

1. *A Concise Public Speaking Handbook* by S. Beebe & S. Beebe, 4th edition. Pearson Publishers.
 - a. Paper ISBN: 978-0-205-75370-3
 - b. Electronic ISBN: 978-0-205-89721-6
2. 1 package of 3x5 or 5x8 index cards
3. 2 #882-E Scantrons and a #2 pencil
4. Material for creating visual aids
5. Must have the ability to upload/print documents for class
6. We will be using Blackboard for this course

Course Objectives

Upon completion of this course, the student will be able to:

1. Demonstrate an understanding of the foundational models of communication.
2. Apply elements of audience analysis.
3. Demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic.
4. Research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
5. Demonstrate effective usage of technology when researching and/or presenting speeches.
6. Identify how culture, ethnicity and gender influence communication.
7. Develop proficiency in presenting a variety of speeches as an individual or group (e.g. narrative, informative or persuasive).

Core Objectives

1. Critical Thinking Skills: To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.

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2. **Communication Skills:** To include effective development, interpretation and expression of ideas through written, oral and visual communication.
3. **Teamwork:** To include the ability to consider different points of view and to work effectively with others.
4. **Personal Responsibility:** To include the ability to connect choices, actions and consequences to ethical decision-making.

Course Outline

- A. Introduction to Public Speaking
 - a. Speaking in Public
 - b. The Audience-Centered Speechmaking Process
 - c. Ethics and Free Speech
 - d. Improving Your Confidence
- B. Analyzing an Audience
 - a. Listening
 - b. Analyzing Your Audience
 - c. Adapting to Your Audience as You Speak
- C. Preparing a Speech
 - a. Developing Your Speech
 - b. Gathering Supporting Material
 - c. Supporting Your Material
- D. Crafting a Speech
 - a. Organizing Your Speech
 - b. Developing an Introduction
 - c. Developing a Conclusion
 - d. Outlining and Editing Your Speech
 - e. Using Words Well
- E. Delivering a Speech
 - a. Methods of Delivery
 - b. Nonverbal Communication
 - c. Verbal Communication
 - d. Delivering Your Speech
 - e. Selecting Presentation Aids
 - f. Designing and Using Presentation Aids
- F. Types of Speeches
 - a. Informative Speaking
 - b. Understanding Principles of Persuasive Speaking
 - c. Using Persuasive Strategies
 - d. Speaking in Small Groups

Grade Scale

900 – 1000	A
800 – 899	B
700 – 799	C
600 – 699	D
0 – 599	F

Course Evaluation

Final grades will be calculated according to the following criteria:

1. 5 Speeches	50%
2. Homework & written assignments	20%
3. Tests	20%
4. Discussion Boards & Participation	10%

Course Policies

1. You must log onto Blackboard and access this course a minimum of three times per week.

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2. Cheating of any kind will not be tolerated.
3. If you wish to drop a course, the student is responsible for initiating and dropping the course. If you stop logging-in to the course and do not complete the course drop process, then you will receive an “F” grade for the course
4. Internet Usage – Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions.
5. No late assignments will be accepted.
6. Tests. Students that miss a test are not allowed to make up the test. Students that miss a test will receive a grade of ‘0’.
7. Additional class policies as defined by the individual course instructor.

Technical Requirements (for courses using Blackboard)

The latest technical requirements, including hardware, compatible browsers, operating systems, software, Java, etc. can be found online at: https://help.blackboard.com/en-us/Learn/9.1_2014_04/Student/015_Browser_Support/015_Browser_Support_Policy A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of the online technology and resources.

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in Student Services, Cecil Beeson Building. You may also visit the online resource at <http://www.lit.edu/depts/stuserv/special/defaults.aspx>

Student Code of Conduct Statement

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu or obtained in print upon request at the Student Services Office. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document