Course Description: A course designed to enable students to research, compose organize, and deliver speeches for various purposes and occasions with emphasis on listener analysis and informative and persuasive techniques.

Text


Student Learning Outcomes:

Upon successful completion of the course, students will be able to:

1. Deliver effectively oral presentations
2. Listen and identify each part of an oral presentation as presented in a live or electronic format.
3. Research and organize supporting materials into a coherent outline structure.
4. Analyze various audiences for message reception.
5. Select precise words to communicate concepts and ideas to an audience.
6. Eliminate ineffective nonverbal and verbal behaviors that interrupt message reception.

Course Goals/Objectives:

Upon successful completion of the course, the student will know how to:

1. appreciate the significance of effective oral presentation skills in the work place and in interpersonal relationships.
2. recognize the power of verbal and nonverbal communication in all communication contexts.
3. analyze potential audiences and speaking occasions appropriate to a variety of speaking situations.
4. select, research and organize appropriate topics and developmental patterns for public oral presentations.
5. employ listening behaviors that promote accurate message reception and critical thinking.
6. select language appropriate to the audience, purpose, and context.
7. develop and utilize effective vocal and nonverbal behaviors.
8. apply appropriate communication skills in a variety of speech purposes and types of public speaking.
9. prepare and participate in a research interview.
10. understand and effectively use audio/visual aides in a public oral presentation setting.
11. understand and more effectively respond to communication apprehension.
12. use sound reasoning and appropriate supporting materials in oral presentations.
13. understand and use appropriate persuasion techniques in oral presentations.

Student Contributions

ATTENDANCE IN THIS COURSE IS VITAL AND MANDATORY. Speech courses tend to promote student interaction, provoke discussion, and incorporate experiential learning. Not only is your involvement and participation in the class important, but much of the exam information will be provided in a lecture/discussion format and through class handouts.
CLASS PARTICIPATION. Since this is a speech communication course, it is important that you attempt to contribute your ideas, thoughts and feelings to the concepts discussed in class. You are encouraged to voice opinions, respond to questions, and offer comments regarding course content and related topics discussed in class in an appropriate and tactful manner. Common courtesy and attentive listening skills are expected of all students.

TESTS. Exams will be in different formats and will include material from lecture, texts, class discussions, and handouts. Exams may be taken as make-ups in the Testing Center within one week. Please note that make-up exams are designed to be more difficult than exams taken at regularly scheduled times.

ORAL PRESENTATIONS. Students will present a variety of oral presentations.

COURSE POLICIES

ACADEMIC DISHONESTY. Academic dishonesty includes cheating, fabrication, plagiarism (written and oral), and facilitating academic dishonesty. Disciplinary options include, but are not limited to, suspension and dismissal. (See the Midland College Student Handbook for a complete explanation of college policy).

CLASSROOM BEHAVIOR. Appropriate classroom behavior including, respect for other’s opinions, courteous listening, and considerate use of language is expected of all students. Never enter the classroom while another student is speaking. Inappropriate behavior can result in your removal from the course. See the attached document, Appropriate College Classroom Behavior, for insight into the instructor’s expectations.

ORAL COMMUNICATION CENTER. (140 AFA) All Speech students have access to the OCC facilities, which will be explained and detailed in class. Recording of the oral presentations will take place in the OCC.

Evaluation of Students

Departmental Guidelines for Student Grading

An "A" student attends regularly, follows all instructions, completes all oral and written work at the time assigned, grades average "A," participates frequently and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students,

A "B" student attends consistently, follows all instructions, completes all oral and written work at the time assigned, grades average "B," participates frequently and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students.

A "C" student attends frequently, follows all instructions, completes all oral and written work, grades average "C," participates occasionally and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students.

A "D" student attends infrequently, follows all instructions, completes all oral and written work, grades average "D," participates infrequently and inappropriately in class discussion, and projects a negative attitude toward subject matter and fellow students.

An "F" student does not complete all assignments, participates infrequently and inappropriately in class discussion, projects a negative attitude toward subject matter and fellow students, and misses more than four class sessions.
Instructor Contact Information

Name:  
Office phone:  
Office hours:  
Office location:  
E-mail address:  
Division Secretary: Lula Lee, 141 AFA  
Office phone: 685-4624  
Note: Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.