



PUBLIC SPEAKING

3-0-3

Date: 01.2.12

COURSE NUMBER: SPC 205

PREREQUISITE(S): ENG 100 and RDG 100 or exemption of these courses through placement

CO-REQUISITE(S): None

COURSE DESCRIPTION

This college transfer course is an introduction to principles of public speaking with application of speaking skills. It includes a comprehensive study of oral communication to increase the student's confidence and ability in various speaking situations by creating an awareness of the process involved in public and interpersonal communication and by providing an opportunity for expression in formal speeches, group discussions, and conversations.

GENERAL EDUCATION OUTCOMES

Students who complete the general education core curriculum should be able to demonstrate

- 1. rationality, logic, and coherence, through critical thinking;**
- 2. their ability to express themselves effectively in written and oral communication;**
3. their ability to express themselves effectively in quantitative and qualitative terms;
- 4. their knowledge of the value and significance of diverse cultures;**
5. the scientific method of inquiry;
- 6. their knowledge of global, political, social, economic, and historical perspectives; and**
- 7. their ability to access, retrieve, synthesize, and evaluate information.**

TEXTBOOK(S): Fraleigh, Douglas M. and Joseph S. Tuman. Speak Up! An Illustrated Guide to Public Speaking 2nd.Edition. Peter Arkle, Illustrator. Boston: Bedford/St. Martin's. 2011. Print.

ISBN: 9780312621889 0-312-62188-4

REFERENCE(S): www.bedfordstmartins.com/speakup

OTHER REQUIRED MATERIALS, TOOLS, AND EQUIPMENT: A web cam (required of students who cannot come to campus to deliver speeches)

Access to a computer with Windows 2000 (minimum); ability to format documents as .doc, .docx, .rtf, or .html

Computer with Internet access, Internet Explorer 5.0 or higher or other current browser, Java, word processing software (must be able to save Word format), and anti-virus software.

METHOD OF INSTRUCTION: This course will be taught through a BlackBoard platform, and may include discussion boards, chat rooms, posted lectures, streaming video, and other virtual learning tools.

GRADING SYSTEM:

| | | | | |
|----|---|-----|---|---|
| 93 | - | 100 | = | A |
| 85 | - | 92 | = | B |
| 75 | - | 84 | = | C |
| 65 | - | 74 | = | D |
| 0 | - | 64 | = | F |

An overall grade of C or higher is required for transferability

GRADE CALCULATION METHOD:

| | | |
|--|---|------------|
| Major oral presentations (four, minimum): | = | 70% |
| Oral or written exams | = | 20% |
| Quizzes, written assignments, class participation, attitude, and preparation of non-graded assignments | = | 10% |
| | = | <hr/> 100% |

CONFIDENTIALITY: All students' e-mail addresses may be available to other students in the class. Although some assignments in an online course may encourage or require peer communication, the instructor will make every effort to protect the confidentiality of any personal communication

(for example, grades). However, you should recognize that e-mail and other electronic media are not secure; there is no guarantee of the privacy of your e-mail or other personal information.

**APPROPRIATE
ONLINE BEHAVIOR:**

The use of Spartanburg Community College's website, e-mail service or course management software for creation and/or distribution of material not pertaining to course participation is prohibited and is grounds for dismissal according to College policy under "disruptive behavior." Such actions, include, but are not limited to:

- Inappropriate use of email and discussion boards for:
 - ✓ Harassment
 - ✓ Unlawful solicitation
 - ✓ "Spamming"
 - ✓ "Flaming"
- Use of online editing tools within the course management software to:
 - ✓ Create offensive material
 - ✓ Link to inappropriate materials

**ATTENDANCE
POLICY:**

An electronic e-mail is required from each student to the instructor by the end of the drop/add period. At this time the Instructor will drop the student from the course if it is not received.

In order to be considered "present" in this online course, students must participate in the course at least once per week. Each instructor will specify the nature of the required contact; for example, it may be an email to the instructor or a posting on a discussion board.

Instructors maintain attendance records. However, it is the student's responsibility to withdraw from a course. A student who stops attending the online class and fails to initiate a withdrawal will remain on the class roster. *With this in mind, for every assignment, test or exam not completed while still enrolled in the course the student will receive a grade of zero and the final course grade will be calculated accordingly.*

Withdrawal Policy: During the first 75% of the course, a student may initiate withdrawal and receive a grade of W. A student cannot initiate a withdrawal during the last 25% of the course. Extenuating circumstances require

documentation and approval by the appropriate department head and academic dean.

**ACADEMIC
CONDUCT:**

ACADEMIC DISHONESTY: Students are expected to uphold the integrity of the College's standard of conduct, specifically in regards to academic honesty. All forms of academic dishonesty including, but not limited to, cheating on assignments/tests, plagiarism, collusion, and falsification of information will call for disciplinary action. Disciplinary action imposed may include one or more of the following: written reprimand, loss of credit for assignment/test, termination from course, and probation, suspension, or expulsion from the College. For further explanation of this and other conduct codes, please refer to the Student Handbook.

**CLASS/LAB
PROCEDURES:**

See instructor's addendum

ACCOMMODATIONS:

Students who need special accommodations in this class because of a documented disability should notify Student Disability Services by calling (864) 592-4818, toll-free 1-800-922-3679; via email through the SCC web site at www.sccsc.edu/resources/disabilities; or by visiting the office located in the East Building Room 30-B on the SCC Central campus. Contacting Student Disability Services early in the semester gives the College an opportunity to provide necessary support services and appropriate accommodations.

**COURSE OUTCOMES
& OBJECTIVES:**

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

- I. Demonstrate poise and skill in public speaking activities.
 1. deliver and be evaluated on a minimum of four major (graded) speeches
 2. deliver non-graded speeches, such as practice or impromptu speeches

- II. Deliver various types of speeches effectively and extemporaneously
 1. deliver speeches for a variety of purposes, such as to commemorate, to inform, to persuade, and/or to actuate
 2. analyze audience and adjust speeches in order to be effective
 3. deliver all major speeches extemporaneously (i.e., without a manuscript; without memorization)

- III. Gather and cite in MLA format supporting material for speeches
 1. conduct research and gather empirical evidence for at least two speeches
 2. incorporate visual aids when appropriate
 3. compose a bibliography of all source materials in MLA format
 4. determine the credibility of each source
 5. follow MLA formatting guidelines
 6. credit source material during delivery of speeches

- IV. Define and apply correctly the concepts, terms, theories, and vocabulary associated with speech communication
 1. answer correctly such terms on test questions
 2. use and demonstrate understanding while delivering speeches
 3. use terms correctly in class discussions