

SPCH 101 Public Speaking
Spring 2015
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Ohlone College

TEXTBOOKS:

Osborn, M., Osborn, S., Osborn, R., & Turner, K. J. (2015). *Public speaking: Finding your voice*. Boston, MA: Pearson.

Ahntholz, B., Carroll, K. & Ianniello, R. (2013). *Communication lab activities manual*. Boston, MA: Allyn & Bacon.

COURSE DESCRIPTION AND STUDENT LEARNING OUTCOMES:

Practice public speaking through delivery techniques, organizing an outline and applying research methodology to support speech topic. (GR) Accepted For Credit: CSU & UC

1. Analyze diverse audiences and chose effective language and organization patterns to deliver effective public presentations.
2. Practice and record speeches in the Speech Communication Lab and classroom in order to improve presentation skills.
3. Create and utilize effective visual aids for public presentations using PowerPoint and other media.
4. Practice verbal and nonverbal delivery techniques appropriate for use in business and educational settings.
5. Conduct and evaluate library and Internet research for effective speech preparation.
6. Analyze and critique speeches in the classroom, community and speech Communication Lab.

COURSE REQUIREMENTS:

Speeches

You will present a total of four speeches. These will include an introductory speech, one informative speech, one persuasive speeches, and one ceremonial speech.. Additionally, you may present several impromptu speeches as in class exercises. Your informative and persuasive speeches will require Ohlone College Library research. The informative and persuasive speeches require formal outlines and the introductory, informative, and persuasive speeches require practice in the speech lab. Speeches will account for a minimum of 50% of your final grade. Due to transfer credit agreements you cannot receive credit for this class if you do not complete your required speeches. More information on these assignments will be provided to you as the semester progresses.

Communication Lab & Manual

Students must attend the Maggie Morrisson Communication Lab in FP 22 on the Fremont Campus for sixteen hours over the course of this semester to practice researching, writing, and delivering your presentations and getting feedback from Communication Lab instructors and tutors. Log sheets are to remain in the lab at all times. You must turn in a completed lab manual at the end of the semester in order to receive credit for completed lab hours and copied lab manuals are not allowed. Completion of the lab requirement is necessary to pass this class. Instructions for logging lab hours and receiving credit will be given in the lab tour at the start of the semester. You must complete a total of 16 lab hours, 10 of these hours must be completed prior to May 1.

Speech Practice

You must formally rehearse each of your speeches at least twice: once in the Communication Lab with a tutor and once online using Media Share for peer review. Such practice will help you gain proficiency and fluency in speaking.

Information Competency

The SPCH 101 course at Ohlone College not only meets the General Education requirement for Oral Communication but also the GE requirement for Information Competency. Therefore, a library orientation (online or in-person) is required for all SPCH 101 students along with a completed library assignment and the Research section of the Communication Lab Manual. Finally, a minimum of four Ohlone College library sources is required for the informative and persuasive speeches.

Journal

You will be required to keep a journal. Most classes days will start with a critical thinking prompt that you will be expected to write on in your journal. You should bring your journal to class every day. Journals will be collected 4 times during the semester.

Paper

You will be required to write one paper evaluating your own skills in public speaking. Your informative speech will be recorded for this self critique. More information about this assignment will be provided to you as the semester progresses. This paper must be word-processed.

Exams

There are two exams in this course: a midterm and a final. These exams tend to draw heavily on the principles explained in the primary course text, which is just one reason why it's important to keep up with your assigned reading. Instructors will discuss these exams as the semester progresses.

TENTATIVE SCHEDULE:

| | Topic | Reading Due | Assignments Due |
|---------|---|--------------------------|---|
| Week 1 | | | |
| | Introduction to the Course | | |
| | What is Communication and Public Speaking | Osborn et al. 1 | |
| Week 2 | | | |
| | Preparing your first speech | Osborn et al. 3 | |
| | Managing your fears | Osborn et al. 2 | Practice Speech in Lab |
| Week 3 | | | |
| | "My Story" Speeches | | |
| | Speakers need good listeners | Osborn et al. 4 | |
| week 4 | | | |
| | Understanding the Audience | Osborn et al. 5 | |
| | Choosing a Topic | Osborn et al. 6 | |
| Week 5 | | | |
| | Researching A Topic | Osborn et al. 7 | |
| | Informative Speaking/ Language and Delivery | Osborn et al. 10, 11, 13 | Speech Topics Due |
| Week 6 | | | |
| | Organizing your Argument | Osborn et al. 8-9 | |
| | Outlining | Osborn et al. 9; Bb 1 | |
| Week 7 | | | |
| | Informative Speech #1 | | Speech outlines due to Safe Assign |
| | Informative Speech #1 | | |
| Week 8 | | | |
| | Midterm Review | | |
| | Midterm Exam | | |
| Week 9 | | | |
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| Week 10 | | | |
| | Persuasive Speaking | Osborn et al 14; Bb 2 | Self Evaluation Paper Due |
| | Persuasive Strategies | Osborn et al. 15 | |
| Week 11 | | | |
| | Research for Persuasive speaking | Osborn et al. 7-8 | Speech Topics Due |
| | Language and delivery for Persuasion | Osborn et al. 11-12 | |
| Week 12 | | | |
| | Using Visual Aids | Osborn et al. 10 | |
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| Week 13 | Persuasive Speeches |
| | Persuasive Speeches |
| Week 14 | Persuasive Speeches |
| | Persuasive Speeches |
| Week 15 | |
| | Ceremonial Speaking Osborn et al. 16 |
| | Ceremonial Speaking |
| Week 16 | Ceremonial Speeches |
| | Final Exam Review |
| Week 16 | |
| | Final Exam |