

SPE 120: Introduction to Public Speaking
Fall 2014
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TEXTBOOK:

Devito, J.A. (2015). *The essential elements of public speaking* (5th ed.). Boston, MA: Pearson.

COURSE PURPOSE AND OBJECTIVES:

The purpose of this performance-based course is to increase your confidence and rhetorical effectiveness when speaking before a group. The course objectives will be met through activities, reading assignments, and public presentations that focus on the skill development. Accordingly, upon completion of this course, you should be able to:

1. adapt to the requirements of a rhetorical situation by preparing an appropriate purpose and thesis for the audience and the speaking occasion;
2. organize the main points and supporting materials using several formats;
3. demonstrate the ability to research, evaluate, and verbally attribute credible supporting materials;
4. develop the delivery behaviors and speaking style that are appropriate for the speaking situation; and
5. practice effective and supportive listening skills as an audience participant.

COURSE REQUIREMENTS:

- 1. Six graded speaking presentations.** The performance-based public speaking course lends itself to a number and variety of presentations. A manuscript or full-sentence outline must accompany each presentation depending on the length of the assignment. A description of each presentation assignment and its requirements will be provided. All speeches will use an evaluation form that incorporates a rubric specific to the assignment. The graded assignments and their respective points are
Self-introduction (5 points);
Speech of Acceptance (25 points);
Informative Process Speech that incorporates a visual aid (100 points);
Informative Speech (100 points);
Persuasive Speech (100 points);
Speech of Farewell (25 points)
- 2. Two tests.** Students must complete a midterm and final exam. The tests will consist of multiple-choice, matching, and essay questions. Each test is worth 100 points.
- 3. Quizzes.** A quiz will be given over chapter content for chapters 1-12. Each quiz will consist of matching items or short answer questions. Each quiz is worth 10 points. The total quiz points are 120.
- 4. In-class activities and assignments.** In-class activities will reinforce the assigned readings so your presence and participation are vital to your learning. All presentations must be given on the assigned dates. Failure to present your speech on the assigned day, without prior approval of the instructor, will result in failing the assignment. If a circumstance or emergency arises, you must notify the instructor. The instructor will determine if the speech can be presented at a time outside of the regularly scheduled class.

5. Attendance. Your class attendance and preparation for participating in class are expected. Deadlines for turning in assignments apply whether or not you attend class that day. As both a speaker and listener in the public speaking class setting, your attendance is vital to the successful completion of this course for both you, the speaker, and as a listener for your class colleagues.

TENTATIVE SCHEDULE:

| Week | Quiz | Topic | Reading |
|-------------|--|--|--------------------------|
| 1 | | Introduction to the course | |
| | <i>Chapter 1</i> | Orientation to Public Speaking | Chapter 1 |
| 2 | <i>Chapter 2</i> | Speech Ethics and Listening Skills Speeches of Self-introduction | Chapter 2 |
| 3 | <i>Chapter 3</i> | Speech Preparation & Delivery Speeches of Acceptance | Chapter 3 |
| 4 | <i>Chapter 4</i> <i>Chapter 6</i> | Informative Process Speech with Visual Aid Instruction | Chapters 4 & 6 |
| 5 | <i>Chapter 5</i> | Audience Analysis and Research Informative Process Speech presentations | Chapter 5 |
| 6 | | Informative Process Speech presentations | |
| 7 | <i>Chapter 7</i> | Types of Support, Researching, and Organizing | Chapter 7 |
| 8 | | Midterm Exam- Chapters 1-7 Language & Style | Chapter 8 |
| 9 | <i>Chapter 8</i> <i>Chapter 9</i> | Informative Speech Instruction and Workshop | Chapter 9 |
| 10 | | Informative Speech presentations | |
| 11 | | Informative Speech presentations | |
| 12 | <i>Chapter 10</i> | Principles of Persuasion Persuasive Speech Instruction and Workshop | Chapter 10 |
| 13 | | Persuasive Speech presentations | |
| 14 | | Persuasive Speech presentations | |
| 15 | <i>Chapter 11</i> <i>Chapter 12</i> | Speaking on Special Occasions Speaking in Groups | Chapter 11 Chapter 12 |
| 16 | | Speeches of Farewell/ Final Examination – Chapters 1-12 | |