

COM 231
PUBLIC SPEAKING

COURSE DESCRIPTION:

Prerequisites: ENG 090 and RED 090 or DRE 098; or satisfactory score on placement test
Corequisites: None

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audiovisual support. Students should also demonstrate the speaking, listening, and interpersonal skills necessary to be effective communicators in academic settings, in the workplace, and in the community. This course has been approved for transfer under the CAA as a general education course in Humanities/Fine arts (Substitute). Course Hours Per Week: Class, 3. Semester Hours Credit, 3.

LEARNING OUTCOMES:

The student will be able to do the following:

1. Communicate clearly, effectively, and respectfully in a variety of types of speeches and written assignments.
2. Understand and practice all the stages of the speech-making process (focusing a topic, developing main points and evidence, using transitions, organizing, drafting, revising, editing, and delivering).
3. Understand various ethical issues related to the speechmaking process.
4. Adapt speeches based on an analysis of audience and the speaking situation.
5. Develop a research plan, locate and evaluate source material, integrate material into speeches, and cite research appropriately.
6. Execute effective oral arguments using logical, emotional, and credibility-based appeals.
7. Provide and accept feedback from peer reviews to improve oral communication.
8. Critically analyze and evaluate both peer and professional speeches.
9. Learn and utilize principles of effective listening as both speaker and audience.

10. Gain increased confidence in ability to speak in public, as evidenced by decreased anxiety and improved physical and vocal delivery.
11. Incorporate effective audiovisual materials in speeches when appropriate.

Outline of Instruction:

- A. Speech communication process
- B. Speech ethics
- C. Listening obstacles and techniques for overcoming them
- D. Offering constructive criticism
- E. Methods of speech delivery
- F. Organizing speeches
- G. Speech introductions and conclusions
- H. Speech transitions, internal summaries and previews
- I. Outlining speeches
- J. Analyzing an audience and situation
- K. Researching information for speeches
- L. Logos, ethos, pathos
- M. Counterarguments and fallacies
- N. Using language effectively
- O. Using the voice effectively
- P. Using nonverbal gestures effectively
- Q. Using visual aids effectively

REQUIRED TEXT AND MATERIALS:

Text to be selected by the instructor.