

**SOUTHEAST COMMUNITY COLLEGE**  
**DIVISION OF ARTS AND SCIENCES**  
**Humanities**  
**Revision Date: 07-01-23**

**I. CATALOG DESCRIPTION**

Course Number: COMM/SPCH1110  
Course Name: Public Speaking  
Prerequisite: None  
Catalog Description: This course will enable students to recognize and develop the skills required of speaking in today's workplace and society. This course will focus on the organization, preparation, research, and evidence needed for a presentation that is tailored to fit the audience. This course will also enhance the students' active and critical listening skills.  
Credit Hours: 3.0  
Contact Hours: 45  
Lab Hours: 0  
Total Contact Hours: 45

**II. COURSE OBJECTIVES: *Course will:***

- A. Acquaint students with the communication process.
- B. Have students identify and perform skills necessary for selected types of public speeches.
- C. Provide students with an understanding of effective and appropriate language.
- D. Provide students with an understanding of effective and appropriate eye contact, voice, gestures, and presentational aids in public speaking.
- E. Have students utilize research for a variety of speeches.
- F. Incorporate information from outside source(s) ethically, effectively, and appropriately.
- G. Have students critically listen, analyze, and evaluate various types of speeches and readings within cultural context.
- H. Provide tools for students to effectively communicate in a variety of settings.

**III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES**

- A. Student Learning Outcomes: *Student will be able to:*
  - 1. Describe and explain the basic speech communication models.
  - 2. Develop an awareness of the impacts of mediated communication.
  - 3. Define the role of the public speaker in relationship to the audience, the content of the speech, and the purpose of the speech.
  - 4. Describe and participate in the process of preparing and presenting speeches.
  - 5. Distinguish between the principles of informative and persuasive speaking.
  - 6. Understand and utilize techniques to effectively manage speech anxiety.
  - 7. Differentiate between and apply, as appropriate, for the speaking situation the various delivery methods: speaking extemporaneously (*i.e.* prepared and practiced in advance), speaking impromptu (*i.e.* spontaneously without preparation or notes), reading from a manuscript, and reciting from memory.
  - 8. Prepare a preparation outline and/or speaking outline.
  - 9. Prepare a reference list using APA or MLA citation style.
  - 10. Evaluate the credibility of supportive material.
  - 11. Cite sources properly when delivering the speech.
  - 12. Demonstrate flexibility and adaptability with the available technology in the public speaking context.
  - 13. Demonstrate the appropriate use of presentational aids while speaking.
  - 14. Apply active listening skills to enhance the communication process.

15. Critically evaluate the public discourse of others with awareness of cultural context.
  16. Demonstrate professionalism and tolerance for opposing viewpoints.
- B. General Education Learning Outcomes**
1. GELO #1: Oral Communication
    - Outcome: Develop a central idea for presentations.
    - Outcome: Organize information clearly and logically, in an outline format, citing sources when appropriate.
    - Outcome: Assess an audience and situation so as to adapt verbal and nonverbal messages to best meet the needs and expectations of the audience.
    - Outcome: Competently communicate messages - both verbally and nonverbally - to a variety of audience types and in a variety of situations.
    - Outcome: Utilize active and critical listening behaviors.

**IV. CONTENT/TOPICAL OUTLINE (*course outline may provide more detailed information*)**

- A. Speech theory: communication models, ethics, communication anxiety, listening.
- B. Speech preparation: researching, analyzing the audience, writing the speech.
- C. Speech presentation: language, delivery methods, presentational aids.
- D. Public speaking variations: inform, persuade, special occasion.

**V. INSTRUCTIONAL MATERIALS**

- A. Required Text(s):
  1. Exploring Public Speaking: The Open Educational Resource College Public Speaking Textbook (version 4.1), edited by Barbara Tucker as our textbook for Public Speaking. The link to the book is: <https://www.exploringpublicspeaking.com/download>
- B. Other Resources:
  1. Supplemental handouts, videos, etc.: Supplied by instructor.
  2. Recording material: Supplied by student (requirement varies by instructor).
  3. Online textbook supplements: Supplied by student (requirement varies by instructor).
  4. Citation documentation guide (varies by instructor) examples include:
    - a. A college-level English handbook or public speaking guide that includes academic level citation/documentation APA and or MLA styles must be readily available for student use.
    - b. SCC Research and Writing Websites are located on The Hub > Student Services > Library (LRC). <https://thehub.southeast.edu>.
    - c. Other online sources are acceptable (*e.g.* APA Formatting and Style Guide – The OWL at Purdue: [owl.english.purdue.edu/owl/resource/560/01](http://owl.english.purdue.edu/owl/resource/560/01); American Psychological Association APA Style <http://www.apastyle.org>).
    - d. The style formats provided within the textbook or textbook supplemental sources are acceptable.

**VI. METHODS OF PRESENTATION/INSTRUCTION**

- A. Methods of presentation typically include a combination of the following:
  1. Lectures
  2. Small and large discussion groups
  3. Collaborative projects
  4. Guest speakers
  5. Research
  6. Peer response and evaluation
  7. Self-evaluation of presentations

- 8. Journals
- 9. Essays
- 10. Conferences
- 11. Computer-assisted instruction
- 12. Interactive/creative methods
- 13. Multi-media
- 14. Field trips

**VII. METHODS OF EVALUATION**

- A. Course grades, at the determination of the instructor, will be based on speech presentations, written evaluations, class and group participation, daily work, exams, projects, papers and/or portfolios. Instructor will distribute and discuss evaluation tools and his/her grading policies with students at the beginning of each term.
- B. SCC GRADING SCALE
 

A+	95 – 100%	C+	75 – 79%	F	Below 60%
A	90 – 94%	C	70 – 74%		
B+	85 – 89%	D+	65 – 69%		
B	80 – 84%	D	60 – 64%		

**VIII. SPECIFIC COURSE REQUIREMENTS**

- A. Students, in both online and face-to-face classes, will deliver a minimum of three major speeches that incorporate a minimum of 3 credible sources, each with a final outline and works cited page. (1) one informative speech, (2) one persuasive speech and (3) one speech according to the instructor’s preference: Commemorative, Debate, Demonstration, Dyad presentation, Entertainment, Eulogy, Group presentation, Informative, Panel, Persuasive, Point-Counterpoint, or Tribute **and** one minor speeches of the instructor’s choice: (1) introduction, (2) presentation, (3) acceptance, (4) impromptu, (5) non-researched versions of the major speeches or (6) storytelling
- B. All speeches must be delivered before a live audience.
  - 1. Must contain no less than 4 audience members.
  - 2. Audience members must be a minimum of 16 years of age.
  - 3. For online speeches, all audience members must be present during the entire speech, and audience members must be accounted for via video before and after the speech.
  - 4. The specific requirements of audience members must meet institutional standards.