COURSE INFORMATION

COURSE TITLE
COM115: Public Speaking

COURSE DESCRIPTION
Combines the basic theories of communication with public speech performance skills. Emphasis is on speech preparation, organization, support, audience analysis, and delivery.

CREDIT HOURS
3

CCCOnline Course Policies
The CCCOnline Course Policies page contains information about the student's role in the classroom, grading policies, and rights and responsibilities.
COURSE LEARNING OUTCOMES AND
MODULE LEARNING OUTCOMES

STUDENT OUTCOMES

The outcomes you will demonstrate in this course are as follows:

A. Compare and contrast communication fields including speech communication, interpersonal communication, group communication, organizational communication, mass communication, and intercultural communication.
B. Demonstrate understanding of these essential factors in public speaking: speaker, message, audience, occasion, purpose, and the critical thinking processes related to each.
C. Evaluate through critical analysis selected speeches using the following skills: listening, reasoning, and rhetorical criticism.
D. Incorporate understanding of these factors into speech performance: source credibility, communication apprehension, and ethics.
E. Prepare and deliver a variety of speeches including informative and persuasive speeches before a live, synchronous audience giving feedback to the speaker that demonstrate: topic selection, audience analysis, organization, academic research strategies and language use.
F. Demonstrate understanding of impromptu, extemporaneous, manuscript, and memorized methods of speech delivery.
G. Demonstrate understanding of vocal and physical delivery: pitch, rate, volume, vocal variety, body movement, gestures, eye contact, and facial expressions.
H. Demonstrate the ability to select and apply appropriate audio-visual forms of technology.
I. Demonstrate an understanding of how writing, conversation, and performance impact public speaking situations.

The module outcomes that will permit you to demonstrate course learning outcomes are:

Module 1

<table>
<thead>
<tr>
<th>Module Outcomes</th>
<th>Course Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Compare and contrast the six communication fields.</td>
<td>A</td>
</tr>
<tr>
<td>2 Examine speech habits affected by communication apprehension.</td>
<td>D</td>
</tr>
</tbody>
</table>

COM115 Syllabus Page 2
3 Identify what you hope to learn from this course. D
4 Examine the role of public speaking in education, work, and daily life. B
5 Identify the characteristics of good speech delivery. B
6 Define communication apprehension. D, I
7 Examine the types of nonverbal communication. G, I

Module 2
Module Outcomes
1 Examine the differences between impromptu, extemporaneous, manuscript, and memorized methods of speech delivery. F
2 Discuss the essential factors in public speaking (speaker, message, audience, occasion, purpose). B
3 Analyze your online class audience. D
4 Discuss the ways that culture informs your speech delivery. D, I
5 Construct a clear and organized introduction, body, and conclusion. B, F
6 Prepare a networking speech. B, D, E
7 Present a networking speech. E, F, G
8 Evaluate speeches. B, C

Module 3
Module Outcomes
1 Identify how the essential factors in public speaking inform your topic selection. B, I
2 Gather informative speech sources and assess their credibility. E
3 Construct an organized informative speech outline. D, E
4 Prepare an informative speech. B, D, E
5 Present an informative speech. E, F, G
6 Evaluate speeches. B, C
7 Discuss the use of verbal and nonverbal communication in speech delivery. G, I

Module 4
Module Outcomes
1 Distinguish among propositions of fact, value, and policy. B, C
2 Discuss persuasive reasoning and fallacies. B, C
3 Discuss the importance of audience and occasion in connection to topic selection. B
4 Select an appropriate persuasive speech topic and receive feedback from classmates. B, E
5 Prepare a persuasive speech. B, D, E, H
6 Present a persuasive speech. E, F, G, H
7 Evaluate speeches. B, C

Module 5
Module Outcomes
1 Reflect on your learning process throughout the course. I
2 Discuss the ways your speech delivery has improved or not improved. B, G, I
3 Examine ways that you will apply these learned skills outside of the classroom. F, I
4 Prepare a tribute speech. B, D, E
5 Present a tribute speech. E, F, G, H
6 Evaluate speeches. B, C
Course Materials

All course reading material is available online and linked within the course site. You do not need to purchase any additional materials.

Minimum Computer Requirements

To complete this course, you will need regular access to a computer from which you can get to the internet and use email. In order to ensure that your course functions properly, you must run the System Check. This is a CRITICAL STEP, and taking the time to do it now will eliminate a tremendous amount of frustration for you later. To run the System Check, click Tools in the course NavBar and then click System Check.

Technology Requirements

For this course, you will be required to record five video speech assignments. To succeed in this course, you must be able to record yourself on video and upload a viewable copy to discussion forums and assignment folders by the due date for each speech.

Hardware

Many laptop computers come with a webcam and microphone built into the computer, or you may currently own this hardware; if you already have the hardware, you will not have to purchase anything. Alternatively, you can use a smartphone camera to capture video recordings. Use the tutorials, How to Export Video and How to Upload a Video to Yuja to learn how to save a video file off of your mobile device and upload it to the Yuja course tool.

Yuja

You will use the Yuja course tool to record (or upload a video you have recorded with your phone). See the tutorial, How to Create and Upload Videos Using Yuja, for detailed guidance on how to record directly into the Yuja tool and embed your video into a discussion board post.

Required eText

This course uses a number of reading sources, including several openly-accessible eTexts. Required readings are listed in each Module in the Activities page. Links to each required reading or resource are found within the Read/View section of each module. Directions for what sections or pages to read are found in the description below each reading. Your eTexts are completely free and found online. You may access digital versions online or download printable versions. No hard copy versions are available for purchase.
**Library Access**

You will need your student ID Number (Your S#) to login to the CCCOnline Library in order to gain access to some of the readings and videos in this course.

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**Grading and Evaluation**

**Methods**

Evaluation includes a combination of discussion participation, assignments, and other evaluations. Rubrics are provided for assignments and discussions.

**Grading Policies**

Mark all module due dates on your calendar for this class. You may submit assignments AHEAD of schedule. Late assignments will not be accepted without prior approval.

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### Summary of Grading

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Introductions Discussion</td>
<td>40</td>
<td>4%</td>
</tr>
<tr>
<td>Discussions (11 @ 50 points each)</td>
<td>550</td>
<td>44%</td>
</tr>
<tr>
<td>Networking Speech</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Speech Outline (25 points)</td>
<td></td>
<td></td>
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<tr>
<td>• Speech (100 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>125</td>
<td>10%</td>
</tr>
<tr>
<td>Informative Speech</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Speech Outline (100 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Speech (100 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>200</td>
<td>16%</td>
</tr>
<tr>
<td>Persuasive Speech</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Speech Outline (100 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>200</td>
<td>16%</td>
</tr>
</tbody>
</table>
• Speech (100 points)

Tribute Speech
  • Speech Outline (25 points)
  • Speech (100 points)  125  10%

TOTAL  1240  100%

Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>90 to 100%</td>
</tr>
<tr>
<td>B</td>
<td>80 to 89%</td>
</tr>
<tr>
<td>C</td>
<td>70 to 79%</td>
</tr>
<tr>
<td>D</td>
<td>60 to 69%</td>
</tr>
<tr>
<td>F</td>
<td>59% and below</td>
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</tbody>
</table>

DISCUSSIONS

All modules have a variety of group discussions. All discussion topics will be visible; however, you will only be able to post within a discussion in the timeframe allotted on the Course Schedule as discussion unlock and lock during specific timeframes.

You will be asked to cite from the readings and explorations to support your ideas. You may need to research information on the Internet to adequately respond to the question. In-text citations and references at the end of your posts in APA are required.

Your initial post must be made by the deadline on the Course Schedule. You must also reply to at least two peers, as well as anyone who responds to your initial post. Replies to peers must be made on at least two separate days within the discussion. Your post must be organized and free from spelling and grammatical errors.

ASSIGNMENTS

Modules 2-5 will have 2 assignments for you to complete: 1 speech assignment and 1 speech outline. All written assignments must be in APA format and, when necessary, include in-text citations, as well as references at the end. Please see each Assignment for instructions and its rubric for further grading details.

All written assignments must be submitted as a Word or .rtf document type. After submitting an assignment to the associated Assignment Folder, check to make sure the file is correct and legible. If the submitted file doesn’t contain the correct assignment or isn’t legible or isn’t one of the required file types, it will not be accepted for grading.

SPEECHES
All speeches in this course must be delivered in front of a live audience as a required competency for this course. Speeches that do not have an acceptable audience will not be graded. An ideal audience consists of six to nine adults (three adults is the minimum), age 16 or older. Make sure that you show your audience with the camera before you begin your speech and after your speech is finished. During your speech, your audience should be facing you, and you should be facing your audience.
**COURSE SCHEDULE**

The Schedule is subject to change as needed.

This page summarizes all of the graded assignments, discussions, quizzes, and reading assignments for the course. If you want, you can print it out and post it somewhere handy.

All assignments are described in detail on the Module Assignment pages. If you have questions check there and/or send me an e-mail.

**This course is not self-paced and is not open-exit.** All assignments, quizzes, discussions, etc., are to be completed by no later than 11:59 pm MST/MDT of the due date.

NOTE: Important CCCOnline semester dates (e.g., drop/withdraw/term end) appear on the [CCCOnline calendar](#).

### MODULE 1

<table>
<thead>
<tr>
<th>Reading/Assignments/Exams</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete all readings in the Read/View folder</td>
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</tr>
<tr>
<td>Read the Module Exploration</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 1: Student Introductions (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 1: Student Introductions (response posts)</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 2: From Past to Present (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 2: From Past to Present (response posts)</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 3: The Verbal and the Nonverbal (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M1 Discussion 3: The Verbal and the Nonverbal (response posts)</td>
<td></td>
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</tbody>
</table>

### MODULE 2

<table>
<thead>
<tr>
<th>Reading/Assignments/Exams</th>
<th>Due Dates</th>
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<tbody>
<tr>
<td>Complete all readings in the Read/View folder</td>
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</tr>
<tr>
<td>Read the Module Exploration</td>
<td></td>
</tr>
<tr>
<td>Participate in M2 Discussion 1: Context Matters (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M2 Discussion 1: Context Matters (response posts)</td>
<td></td>
</tr>
<tr>
<td>Submit M2 Assignment 1: Networking Speech Outline</td>
<td></td>
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<tr>
<td>Submit M2 Assignment 2: Networking Speech</td>
<td></td>
</tr>
<tr>
<td>Participate in M2 Discussion 2: Networking Speech Peer Review (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M2 Discussion 2: Networking Speech Peer Review (response posts)</td>
<td></td>
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</tbody>
</table>

### MODULE 3

<table>
<thead>
<tr>
<th>Reading/Assignments/Exams</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete all readings in the Read/View folder</td>
<td></td>
</tr>
<tr>
<td>Read the Module Exploration</td>
<td></td>
</tr>
<tr>
<td>Participate in M3 Discussion 1: Choosing a Topic and Preparing an Informative Speech Outline (initial post)</td>
<td></td>
</tr>
<tr>
<td>Participate in M3 Discussion 1: Choosing a Topic and Preparing an Informative Speech Outline (response posts)</td>
<td></td>
</tr>
</tbody>
</table>
Submit M3 Assignment 1: Informative Speech Outline
Submit M3 Assignment 2: Informative Speech
Participate in M3 Discussion 2: Information Speech Peer Review (initial post)
Participate in M3 Discussion 2: Information Speech Peer Review (response posts)
# MODULE 4

**Reading/Assignments/Exams**

<table>
<thead>
<tr>
<th>Due Dates</th>
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</thead>
<tbody>
<tr>
<td>Complete all readings in the Read/View folder</td>
</tr>
<tr>
<td>Read the Module Exploration</td>
</tr>
<tr>
<td>Participate in M4 Discussion 1: Theories of Persuasion (initial post)</td>
</tr>
<tr>
<td>Participate in M4 Discussion 1: Theories of Persuasion (response posts)</td>
</tr>
<tr>
<td>Participate in M4 Discussion 2: Choosing a Topic and Preparing a Persuasive Speech (initial post)</td>
</tr>
<tr>
<td>Participate in M4 Discussion 2: Choosing a Topic and Preparing a Persuasive Speech (response posts)</td>
</tr>
<tr>
<td>Submit M4 Assignment 1: Persuasive Speech Outline</td>
</tr>
<tr>
<td>Submit M4 Assignment 2: Persuasive Speech</td>
</tr>
<tr>
<td>Participate in M4 Discussion 3: Persuasive Speech Peer Review (initial post)</td>
</tr>
<tr>
<td>Participate in M4 Discussion 3: Persuasive Speech Peer Review (response posts)</td>
</tr>
</tbody>
</table>

# MODULE 5

**Reading/Assignments/Exams**

<table>
<thead>
<tr>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete all readings in the Read/View folder</td>
</tr>
<tr>
<td>Read the Module Exploration</td>
</tr>
<tr>
<td>Submit M5 Assignment 2: Tribute Speech Outline</td>
</tr>
<tr>
<td>Submit M5 Assignment 1: Tribute Speech</td>
</tr>
<tr>
<td>Participate in M5 Discussion 1: Tribute Speech Peer Review (initial post)</td>
</tr>
<tr>
<td>Participate in M5 Discussion 1: Tribute Speech Peer Review (response posts)</td>
</tr>
<tr>
<td>Participate in M5 Discussion 2: Reflections on the Course (initial post)</td>
</tr>
<tr>
<td>Participate in M5 Discussion 2: Reflections on the Course (response posts)</td>
</tr>
</tbody>
</table>

Last modified 12/10/19 gbw