OBJECTIVE: To facilitate maximum development of each student as a public speaker in the time allotted. The course should assure improvement in speech organization, oral communication development, physical communication, and group discussion.

TEXT: THE SPEAKER’S HANDBOOK, 9TH EDITION BY SPRAGUE, STUART, AND BODARY

ATTENDANCE: Regular attendance is absolutely essential. Students absent more than three class sessions should drop the course. The course grade will be docked one letter for each absence exceeding three. “Extended illness” and death in the immediate family are the only exceptions.

ASSIGNMENTS: Five oral assignments are planned for this course. Failure to present when called upon will result in a penalty of one letter grade on first occurrence and assignment of a grade of “F” the second time. This policy will also apply to written assignments including an outline due prior to each oral assignment and a critique of two fellow students’ presentations with each speech assignment.

TERM GRADE: Daily Class Speech Presentations………………….50%

Written Exam………………………………………….20%

Final Speech…………………………………………30%

AUGUST

Course orientation, Communication Model

Lecture – Types of Speech Preparation & Delivery, Speech Organization, and

Audience Analysis – Patterns of Organization

SEPTEMBER

Informative Speeches (3-5 minutes)

Informative Speeches continued (3-5 minutes)

Lecture – Oral Communication Factors

Pronunciation Drill/Tips on Demonstration Speech Presentations

Demonstration Speeches (4-6 minutes)
Demonstration Speeches continued (4-6 minutes)

OCTOBER

Lecture – Physical Communication Factors
Lecture – Group Discussion & Group Discussion Preparation
Short Group Discussion (15 minutes) 4 groups
Impromptu Speeches (2-3 minutes)

NOVEMBER

Long Group Discussions (40 minutes) 4 Groups
Long Group Discussions continued
Lecture: Persuasion
EXAM and Pronouncing Vocabulary Test

DECEMBER

Tape persuasive Speeches (5-7 minutes)
Tape persuasive Speeches continued (5-7 minutes)
Playback and Critique
Open

ALL STUDENTS ENROLLED AT THE UNIVERSITY SHALL FOLLOW THE TENETS OF COMMON DECENCY AND ACCEPTABLE BEHAVIOR CONDUCIVE TO A POSITIVE LEARNING ENVIRONMENT.

Students requesting accommodations for disabilities must go through the Academic Support Committee. For more information, please contact the Director of Disability Resources & Services, Halladay Student Services Bldg. Room 303D, (903-886-5835)

The instructor of this course has the authority to change the content of this syllabus if a change will improve the learning environment.