

# Public Speaking

SPCH 1315

<b>Department:</b>	Communication Department
<b>Discipline:</b>	Speech Communication
<b>Available Formats:</b>	Conventional, Internet, Hybrid
<b>Campuses:</b>	Levelland, Downtown Center, Plainview, Lubbock Center, Dual-Credit
<b>Prerequisite:</b>	<b>None</b>
<b>Credit:</b>	3 Lecture: 3 Lab: 0

<b>Instructor:</b>	Lissa Sharp, Assistant Professor Communication Studies Office 140 Communications Building Email: <a href="mailto:lsharp@southplainscollege.edu">lsharp@southplainscollege.edu</a> Phone – 806-716-2573
<b>Office Hours:</b>	M-W 1:30 p.m. – 2:30 p.m. T-TH 9:00 a.m. – 11:00 a.m. Friday 10:00 a.m. – noon Virtual Office Hours – by appointment

Print this document for your reference.

## Technical and Required Materials:

1. Our textbook is *Exploring Public Speaking, 4.2 Edition* – Published 2023, Tucker et al  
**Weblink:** [www.exploringpublicspeaking.com](http://www.exploringpublicspeaking.com)  
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This text is part of the OER program. The text is free. It can be found at the link above in many formats, including PDF. There is no physical version of the text, but the student can have it printed at their own expense, if so desired.

2. Access and ability to competently use an appropriate **computer** (+ printer + internet). Competent use includes the ability to send & receive Blackboard messages and attach & open **Word/PDF** documents. A high-speed internet connection and the ability to view video content posted on YouTube, and, if necessary, record video content. Be *certain* you have the appropriate computer equipment by visiting the SPC Instructional Technology Department’s homepage. Direct technical questions to [blackboard@southplainscollege.edu](mailto:blackboard@southplainscollege.edu) or call 716-2180.
3. Notebook(s) pens/pencils and highlighters.

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## This course partially satisfies a Core Curriculum Requirement:

Institutional Foundational Component Area (090)

## Course Description:

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students’ speaking abilities, as well as ability to effectively evaluate oral presentations.

## Core Curriculum Objectives addressed:

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

- **Teamwork**—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making.
- **Social Responsibility**—to include the demonstrated knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

#### **Student Learning Outcomes:**

Upon successful completion of this course, students will:

1. Demonstrate an understanding of the foundational models of communication.
2. Apply elements of audience analysis.
3. Demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic
4. Research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
5. Demonstrate effective usage of technology when researching and/or presenting speeches.
6. Identify how culture, ethnicity and gender influence communication.
7. Develop proficiency in presenting a variety of speeches as an individual or group (e.g. narrative, informative or persuasive).

#### **Student Code of Conduct Policy:**

The South Plains College Mission Statement reflects the goal of helping students become productive and responsible citizens in a global society. This is achieved through providing learning environments that are innovative, engaging, compassionate, safe, diverse, and supportive. This mission is central to the expectations for student conduct. As members of the South Plains College community, students are expected to adhere to the Code of Conduct that is published annually in the South Plains College Student Guide (found online in the General Catalog).

Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

#### **Intellectual Exchange Statement:**

In this class, I will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

#### **Academic Integrity Statement:**

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of a student to present as their own any work which they have not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly academic or disciplinary suspension. Initial offenses of cheating and plagiarism are considered academic discipline and are managed on a case-by-case basis by the faculty and/or academic administration.

#### **Plagiarism Statement:**

Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.

#### **Covid-19 Policy Statement:**

For information and guidance relating to COVID-19, and processes at South Plains College, please visit the [SPC Covid](#) information. As instructed, if you are experiencing any COVID-19 symptoms, please notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376.

\*Access the [Student Handbook](#) for additional information relating to student responsibilities. For information regarding official South Plains College statements about diversity, disabilities, non-discrimination, Title V Pregnancy Accommodations, Campus Concealed Carry, and Artificial Intelligence; access the [SPC Syllabus Statements](#).

**Student Responsibilities:**

1. To read the information assigned in the text; you will be tested on this material, in addition to class lecture/discussion materials.
2. To take thorough notes and study all lecture material, informational handouts, and assigned readings.
3. To prepare assignments/presentations in a language understood by the instructor and students of the class (English).
4. To actively participate in class discussions and group activities.
5. To show maturity and professionalism in preparation of assignments and in classroom behavior.
6. To show respect to fellow classmates/speakers.
7. To initiate consultations with the instructor whenever assistance is needed regarding class assignments or when class has been missed.
8. To initiate withdrawal from the course if absences become excessive.

**Student Obligations:**

Research recommends that students spend two to three hours of outside study for per course credit hour. For a 3 credit-hour course, students should expect to invest six to nine hours per week outside of class working on assignments, quizzes, etc. Be sure you have this much time to invest.

**Attendance and Tardy Policy:**

Students who enroll in the course but have “Never Attended” by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records.

All students enrolled for this course are expected to attend class regularly, be on time, and remain until dismissed. Students are also required to complete all assignments (in class or online) by the posted deadline.

Attendance will be taken at each class meeting. If a student is tardy, he/she must see the instructor after class to have the absence mark removed. **Two (2) tardies will constitute an absence.** If a student leaves class prior to dismissal of the class, he/she may be counted absent.

Whenever absences become excessive and, in the instructor’s opinion, minimum course objectives cannot be met, the student should initiate withdrawal from the course. **The instructor may or may not administratively drop a student due to excessive absences.**

**I enforce the following guidelines:**

1. Being absent one day over your allotment (tardies adding together) will lower your final course total by 10 points.
2. Each subsequent absence will lower your final course total by 5 points.

**Make-Up Policy:**

Generally, late and/or make-up work is **NOT** accepted. All work has a deadline, and deadlines must be met even if the student is absent. When an unavoidable reason for class absence arises, such as illness, family death, emergency, an official trip authorized by the college or an official activity, I may permit the student to make up work missed **ONLY IF DOCUMENTATION IS PROVIDED**. This is especially important for presentations. The student should communicate with the instructor to learn what documentation is acceptable. Each student’s absence will be dealt with on an individual basis. If a student must be absent, she/he should advise the instructor beforehand if possible and if the student is representing the college, they should have a signed permit from his/her coach or sponsor. In all cases, it is the student’s responsibility to complete work missed within a reasonable amount of time as determined by the instructor. Each student must make an appointment to plan for make-up work. **Also, late work may not receive full credit.**

**Cell Phone Policy:**

Cell phones must be turned off or on silent and out of sight. No usage is allowed during class.

## Brief Course Assignment Descriptions:

### Speeches

You will deliver five major speeches. More information about speech purposes and instructions will be provided in class and on Blackboard. Below is the basic information about each speech:

- a. *Self-Introduction Speech* will allow you to get comfortable with public speaking as you share information about yourself utilizing proper speech formatting. This presentation will be live in the classroom with your classmates serving as audience members.
- b. *Informative Speech* will be delivered to an audience in real-time.
- c. *Special Occasion Speech* will allow you the opportunity to prepare and present this type of speech for an audience in real-time.
- d. *Persuasive Speech* will be delivered to an audience in real-time. You will be required to use researched information and sources in your speech.
- e. *Group Project Speech* will require team members to present over assigned topic. You will be assigned to a group to work on this project. The assigned project will culminate with a group speech/project.

### Peer and Self-Evaluations

You will complete self-evaluations and peer evaluations for the introduction, informative, and persuasive speeches. These evaluations will give you the opportunity to evaluate your own speech and the speeches of fellow class members.

### Weekly Quizzes

You will take quizzes that will be based on chapter readings and my weekly lectures.

### Learning Activities

You will complete learning activities designed to help you solidify your understanding of course content.

***\*Please note that assignments are subject to change at the professor's discretion.***

### Course Evaluation:

Course grades are determined utilizing a points system. Your final grade will be determined as follows:

Assignments	
<b>Major Presentations = 400 points</b>	
Introductory Presentation	50
Informative Presentation	100
Persuasive Presentation	100
Special Occasion Presentation	50
Group Presentation	100
<b>Test Grades = 300 points</b>	
Quizzes	200
Final Exam	100
<b>Daily Grades = 300 points</b>	
Assignments/Final Outlines	180
Peer Evaluations	30
Self-Evaluations	60
Speech Rough Draft Outlines	30

Course Grade	Points Required
A	900-1,000
B	800-899
C	700-799
D	600-699
F	599 and below

**Withdrawal Policy:**

Please review the last day to withdraw listed below. It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. Course points will be updated frequently, and students can seek guidance from me throughout the semester to help decide whether they need to drop the class or not.

<i>Last Day to Withdraw/Drop with a grade of "W"</i>	<i>Student Initiated Drop</i>
Thursday, April 30	<a href="#"><i>Student Initiated Drop Request Form</i></a>

# Public Speaking Course Calendar

Items Available in Blackboard: [Start Here Module](#) containing Course Syllabus, Tentative Daily Schedule (Course Calendar), [E-text](#), [Weekly folders](#) with PowerPoints, Assignment Instructions, Quizzes, [Gradebook](#) will consist of all recorded grades and attendance records

Week	Monday	Wednesday
1	1/12 Review Syllabus & Discuss Course Calendar Assigned Reading: Chapter 3	1/14 Lecture: Ethics & Communication Process In Class: Ethics Assignment Quiz: Lecture/Chapter 3 & Syllabus Quiz Due 1/16 @11:55 p.m. Assigned Reading: Chapters 1 & 2
2	1/19 Martin Luther King Jr. Holiday – No Class	1/21 Lecture: Audience Analysis & Listening In Class: PRCA-24 Quiz: Lecture/Chapters 1 & 2 Due 1/23 @ 11:55 p.m. Assigned Reading: Chapters 4 & 6
3	1/26 Lecture: Topic Selection In Class: Listening Assignment	1/28 Lecture: Outlining Self-Introduction Speech Assigned Quiz: Lecture/Chapters 4 & 6 Due 1/30 @ 11:55 p.m. Assigned Reading: Chapters 7, 9 & 12
4	2/2 Self-Introduction Speech Speech Outline Due Peer Evaluation Due	2/4 Lecture: Verbal Supports/Informative Organization Informative Presentation Assigned Self-Introduction Self-Evaluation Due 2/4
5	2/9 Lecture: Visual Supports	2/11 Informative Speech Workshop In Class: Rough Draft Outline Quiz: Lecture/Chapters 7, 9 & 12 Due 2/13 @ 11:55 p.m.
6	2/16 Informative Speech Speech Outline Due	2/18 Informative Speech Speech Outline Due Informative Peer 2/18 & Self-Evaluations 2/20 Due Assigned Reading: Chapter 5
7	2/23 Lecture: Researching Your Speeches Persuasive Speech Assigned	2/25 Lecture: Persuasive Speaking Quiz: Lecture/Chapter 5 Due 2/27 @ 11:55 p.m. Assigned Reading: Chapters 8 & 13
8	3/2 Lecture: Speaker Credibility & Persuasive Patterns In Class: Topic Brainstorming Assignment	3/4 Lecture: Introductions & Conclusions Quiz: Lecture/Chapters 8 & 13 Due 3/6 @ 11:55 p.m. Assigned Reading: Chapters 10, 11 & 14
9	3/9 Lecture: Persuasive Patterns In-Class: Analyzing Persuasive Messages Assignment Speaking Day Order Determined	3/11 Lecture: Persuasion Wrap-up Quiz: Lecture/Chapters 10, 11 & 14 Due 3/13 @ 11:55 p.m.

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	Spring Break March 16-20	
10	3/23 Persuasive Speech Workshop	3/25 Persuasive Speech Workshop In Class: Rough Draft Outline
11	3/30 Persuasive Speech Persuasive Outline Due	4/1 Persuasive Speech Persuasive Outline Due Special Occasion Speech Assigned Persuasive Peer 4/1 & Self-Evaluation 4/3 Due Assigned Reading: Chapter 15
12	4/6 Lecture: Special Occasion Speeches In Class – Special Occasion Speech Activity	4/8 Special Occasion Speech Workshop Quiz: Lecture/Chapter 15 Due 4/10 @ 11:55 p.m.
13	4/13 Special Occasion Speech	4/15 Lecture: Collaboration & Working in Teams Group Speech Assigned In Class: Conflict Management Styles Inventory
14	4/20 Presenting Team Tips Group Work	4/22 Group Work
15	4/27 Group Speech	4/29 Group Speech Group Reflection Journal Due 4/29 @ 11:55 p.m.
16	5/4-5/7 Final Exam Week Final Exam Due Monday, 5/4 by @ 11:55 p.m.	

***\*Thursday, April 30 last day to drop***

***\*\*See Course Syllabus for Assignment Breakdowns***