



**COWLEY COLLEGE
& Area Vocational Technical School**

COURSE PROCEDURE FOR

<p>PUBLIC SPEAKING COM2711 3 Credit Hours</p>

Student Level:

This course is open to students on the college level in either the Freshman or Sophomore year and to area high school vocational students.

Catalog Description:

COM 2711 - PUBLIC SPEAKING (3 hrs)

[KRSN COM1010]

This course includes fundamentals basic to all good private and public speaking experiences; elements in voice production and improvement, bodily movement, confidence, poise, and understanding of all types of public speeches. Required of all transfer curricula.

Prerequisites:

None

Controlling Purpose:

Effective communication is essential to all types of human relationships. This course will emphasize speech organization, development of ideas, delivery, peer and audience analysis.

Learner Outcomes:

Upon completion of this course, the student will be better able to communicate ideas and facts in both verbal and non-verbal form in a clear, concise manner. A competent speaker must be able to compose a message and provide ideas and information suitable to the topic, purpose, and audience. The student will also develop critical listening techniques that include evaluation of other speakers.

Core Outcomes:

The learning outcomes and competencies detailed in this course procedure meet or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as sanctioned by the Kansas Board of Regents.

Units Outcomes and Criterion Based Evaluation Key for Core Content:

The following outline defines the minimum core content not including the final examination period. Instructors may add other material as time allows.

Evaluation Key:

- A = All major and minor goals have been achieved and the achievement level is considerably above the minimum required for doing more advanced work in the same field.
- B = All major goals have been achieved, but the student has failed to achieve some of the less important goals. However, the student has progressed to the point where the goals of work at the next level can be easily achieved.
- C = All major goals have been achieved, but many of the minor goals have not been achieved. In this grade range, the minimum level of proficiency represents a person who has achieved the major goals to the minimum amount of preparation necessary for taking more advanced work in the same field, but without any major handicap of inadequacy in his background.
- D = A few of the major goals have been achieved, but the student's achievement is so limited that he is not well prepared to work at a more advanced level in the same field.
- F = Failing, will be computed in GPA and hours attempted.
- N = No instruction or training in this area.

SPEECH WRITING						
Outcomes: Students will be able to construct and support a message appropriate to the purpose target audience using clear organization.						
A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Select a topic appropriate to the assignment and purpose.
						Develop an outline by formulating a thesis statement and providing adequate support material.
						Arrange information in a logical sequence and with appropriate organizational patterns.
						Demonstrate understanding of the power of language by selecting words that are appropriate to the topic, audience, purpose, context and speaker.

SPEECH DELIVERY

Outcomes: Students will transmit the message by using strong delivery skills.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Display proper vocal variety, rate, pitch and intensity.
						Demonstrate proper articulation and enunciation skills.
						Display appropriate language to a targeted audience.
						Demonstrate non-verbal behavior that supports the verbal message.

INTERPERSONAL SKILLS

Outcomes: Students will develop interpersonal skills suitable to the context and the audience.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Critique and analyze the content and delivery of a speech from an oral presentation.
						Demonstrate competence and poise in fielding audience questions and comments.
						Model appropriate conversational mode through self-presentation and response to feedback.

CRITICAL LISTENING

Outcomes: Students will develop critical comprehension listening skills.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Recognize and identify key points.
						Identify and evaluate support material.
						Identify organizational relationships.
						Retain main ideas, reasoning and evidence.

ETHICAL PUBLIC SPEAKING

Outcomes: Students will demonstrate ethical speaking and listen with critical comprehension.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Demonstrate a willingness to listen when setting, speaker or topic may not be conducive to listening.
						Differentiate between statements of fact and inference.
						Distinguish between emotional and logical arguments, detect bias, and recognize the speaker's agenda.
						Recognize discrepancies between speaker's verbal and non-verbal messages.
						Demonstrate active listening skills.

These core competencies are based on those adopted by the Kansas Board of Regents.

Projects Required:

Demonstration Speech
Informative Speech
Special Occasion Speech
Persuasive Speech

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DISCLAIMER: THIS INFORMATION IS SUBJECT TO CHANGE. FOR THE OFFICIAL COURSE PROCEDURE CONTACT ACADEMIC AFFAIRS.

Textbook:

Contact Bookstore for current textbook.

Materials/Equipment Required:**Attendance Policy:**

Students should adhere to the attendance policy outlined by the instructor in the course syllabus.

Grading Policy:

The grading policy will be outlined by the instructor in the course syllabus.

Maximum class size:

Based on classroom occupancy

Course Time Frame:

The U.S. Department of Education, Higher Learning Commission and the Kansas Board of Regents define credit hour and have specific regulations that the college must follow when developing, teaching and assessing the educational aspects of the college. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester hour of credit or an equivalent amount of work over a different amount of time. The number of semester hours of credit allowed for each distance education or blended hybrid courses shall be assigned by the college based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.

Refer to the following policies:

[402.00 Academic Code of Conduct](#)

[263.00 Student Appeal of Course Grades](#)

[403.00 Student Code of Conduct](#)

Disability Services Program:

Cowley College, in recognition of state and federal laws, will accommodate a student with a documented disability. If a student has a disability which may impact work in this class which requires accommodations, contact the Disability Services Coordinator.