Institutional Goals

Goal 1 - Offer Life-long Learning Opportunities
Offer high-quality, life-long learning opportunities in academic transfer programs, career and technical programs, continuing workforce development, developmental college-preparatory course work, faculty and staff development, and personal enrichment.

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.

Approval Number .......................................................... 23.1304.53 12
maximum SCH per student ............................................................................................. 3
maximum SCH per course ............................................................................................. 3
maximum contact hours per course .............................................................................. 48

Learning Outcomes
Upon successful completion of this course, students will:
1. Recognize and understand the foundational models of communication.
2. Apply elements of audience analysis.
3. Demonstrate ethical speaking and listening skills.
4. Research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
5. Demonstrate effective usage of technology when researching and presenting speeches.
6. Understand 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).

Transferability
Public Speaking generally transfers as a 3 hour credit. It is listed in the Core Curriculum as an institutional option in the Communication foundational component area.

Required Materials: Textbook adoptions are published under section and instructor on the Cisco College Bookstore webpage. Textbooks and additional materials are required in each course but vary by instructor. Each student should reference textbook and required materials information provided by the instructor.

Course Policies

Attendance
Because of the interactive nature of this class, attendance is critical. In presenting your speeches, you learn to be a good speaker. In listening to the speeches of your peers, you learn to be a good audience. BOTH are important. Attendance in this class is mandatory. Each instructor may provide more specific attendance requirements. See the current catalog for college-wide attendance requirements.

Due Dates/Late Work
Outlines and other written work must be typed and submitted on time. Speeches should be delivered on the assigned day. Speech instructors reserve the right to not accept late work in any form.

Student Conduct
Students are expected to take responsibility in helping to maintain a classroom environment that is conducive to learning. Inappropriate behavior in the classroom shall result, at a minimum, in a request to leave class and be marked
absent for that day. A more detailed list of inappropriate behaviors is found in the current student handbook. Instructors may also implement technology use guidelines for their individual courses.

**Free Speech and Responsible Speech**
Respect is key to any communication. Students have a right not only to have beliefs, ideas, and opinions, but also to freely and appropriately express those beliefs, ideas, and opinions. However, be aware that some audience members, in this case your classmates, may not agree with you. Keep an open mind. You can listen and even understand another person’s perspective without compromising your own. Being disrespectful to the instructor or a classmate may result in dismissal for the day or removal from the class.

**Academic Honesty**
It is the intent of Cisco College to foster a spirit of complete honesty and a high standard of integrity. As commonly defined, plagiarism consists of passing off another’s ideas, words, writings, etc. as one’s own. In accordance with this definition, you are committing plagiarism if you copy the work of another person and present it as your own, even if you should have the permission of that person. Plagiarism is one of the worst kinds of academic dishonesty. The attempt of students to present as their own any work they have not honestly performed is regarded by the faculty and administration as a serious offense and renders the offender liable to serious consequences, possibly suspension.

**Course Content**
College-level courses may include controversial, sensitive, and/or adult material. Students are expected to have the readiness for college-level rigor and content.

**Special Accommodations**
Students who qualify for specific accommodations under the Americans with Disabilities Act (ADA) should notify the instructor the first week of class. It is the student’s responsibility to provide the necessary documentation to the Special Populations Coordinator.

**Course Assignments and Grades**
60% or more of the final course grade will be determined by assignments requiring a variety of communication styles. Up to 40% of the course grade will be determined by varied individual, partner and/or group activities including but not limited to outlines, drafts, short essays, exams, impromptu speaking, audience activities, small group or class discussions, peer evaluations and partner or group activities, planning, or presentations.

**Course Topics**
Possible topics of study for the Public Speaking Course include but are not limited to:
- Speaking in Public
- Confidence
- Audience Analysis
- Topic Selection
- Research
- Support Material
- Organization
- Outlining
- Visual Aids
- Delivery
- Listening and Evaluating
- Persuasive Organization
- Persuasive Strategies
- Language Use
- Special Occasion Speaking

**Changes to the Syllabus**
The schedule and procedures in this syllabus are subject to change if deemed appropriate by the instructor. As speech courses depend on unfolding current events, students’ reading and writing abilities, available technology, required speech time length and number of students, daily schedules are assigned and updated during class.