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**COURSE PREFIX/NUMBER:** SPC 205  
**COURSE TITLE:** Public Speaking  
**LEC HOURS/WEEK:** 3.0  
**LAB HOURS/WEEK:** 0.0  
**CREDIT HOURS/SEMESTER:** 3.0

[Distance Learning Attendance/VA Statement](#)  
[Textbook Information](#)

### **COURSE DESCRIPTION**

This course is an introduction to principles of public speaking with application of speaking skills.

### **STUDENT LEARNING OUTCOMES**

1. Effectively listen to and evaluate other presenters.
2. Create effective notes and presentation aids for use in speaking to diverse audiences.
3. Analyze the audience and the situation, recognizing cultural diversity, in order to adapt style, content and delivery.
4. Develop strategies to manage anxiety when presenting.
5. Deliver various types of formal public speeches including an informative, persuasive and group speech.
6. Employ ethical guidelines in the design, development, and delivery of all speeches.
7. Productively contribute to the development and the delivery of group presentations.

### **COURSE COMPETENCIES**

#### **Module 1: Preparation for Informative Speeches – 55% - 65%**

- Distinguish between hearing and listening and how that relates to oral communication.
- Recognize barriers to effective oral communication.
- Analyze audience and purpose to adapt style, content, and delivery.
- Identify the selection of materials as resources for content to be used within the required time range.
- Organize information for various speech purposes and occasions.
- Demonstrate ability to choose diction and apply proper rules of English grammar and sentence structure.
- Recognize and employ control of voice with rate, tone, and variety.
- Employ the use of nonverbal communication to enhance oral communication.
- Identify and model constructive feedback through oral and written peer evaluations.
- Recognize and apply strategies for coping with stage fright.
- Practice and deliver oral presentations.
- Choose and restrict topic.
- Prepare and organize the use of visual aids in order to meet time requirements.

- Identify the significance of gathering and acknowledging sources for content purposes in the speech.
- Recognize and develop a “Works Cited” page based on MLA format.
- Prepare and organize the use of visual aids in order to meet time requirements.
- Identify the components of a presentation and develop a working outline.

### **Module 2: Preparation for Persuasive Speeches – 15% - 25%**

- Choose and apply the appropriate persuasive strategies and delivery techniques.
- Find and organize material for a persuasive speech.
- Design and deliver content in a responsible and ethical manner.
- Recognize and select organizational patterns based on presenting a body of information with facts and examples, as well as persuasive techniques for motivating to action or change.

### **Module 3: Preparation for Group Presentations – 10% - 20%**

- Identify and compare the variety of group settings and purposes.
- Employ active listening.
- Analyze audience and situation for content organization and purpose.
- Recognize and apply basic reflective-thinking procedure.
- Perform as an active member of a group.
- Deliver group presentations using effective group presentation techniques.
- Develop and contribute meaningful and ethical work to the group.
- Identify group roles and use appropriate strategies to manage conflict to ensure group success.

SPC 205 teaches students communication principles and strategies and provides multiple opportunities for practical experience to help students become effective, successful public speakers. This course requires college-level reading and writing skills.

### **MINIMAL STANDARDS**

Given an assignment, the student will demonstrate minimal course competencies as set by the department and/or the instructor. Assessment and feedback may be in the form of tests, rating sheets, or conferences. A minimum grade average of 60 is required to pass the course.

### **COURSE REQUIREMENTS**

**Attendance:** Since audience and listening skills are important components of any public speaking course, each student is responsible for attending all scheduled class meetings and for participating in all activities. Any student who is not in attendance the required 90% of scheduled class time will be withdrawn. Absences are counted from the first scheduled class. Ordinarily, late arrivals or early departures of fewer than 10 minutes constitute a tardy. Three tardies constitute one absence. Late arrivals or early departures of more than 10 minutes constitute an absence and are a disruption to the class.

**Withdrawal from class:** A student may withdraw from the class after the add/drop period until midterm and receive a grade of W. After midterm, the student should contact the instructor to request a course withdrawal. A grade of W or WF at time of withdrawal will be determined by the situation or reason for withdrawal.

**Assignments:** Each instructor will provide specific guidelines for his or her class.

To meet departmental expectations, the following types of speech situations must be covered: informative, persuasive, and group speeches. Additional speeches such as special occasion, impromptu, and demonstration may be assigned by the instructor.

### **ACADEMIC INTEGRITY**

Academic dishonesty includes using another's work without giving credit to the source and cheating of any type. "Any student caught cheating or involved in any other academic dishonesty will be given a grade of zero and will be subject to further disciplinary action" (York Technical College Handbook and Catalog).

### **EVALUATION STRATEGIES/GRADING**

Grading shall reflect oral presentations, class participation, all preparations for speeches, speech critiques, and all tests. Peer evaluation may be used for feedback to the speaker but may be counted as a grade for the evaluator only.

Module I	55% - 65%
Module II	15% - 25%
Module III	10% - 20%
Class Participation	up to 10%

### **Grading Scale**

A = 90 – 100

B = 80 – 89

C = 70 – 79

D = 60 – 69

F = below 60

**ENTRY LEVEL SKILLS:** NA

**PREREQUISITES:** ENG 100 or equivalent

**CO-REQUISITES:** None

### **DISABILITY STATEMENT**

Any student who feels s/he may need an accommodation based on the impact of a disability should contact the Special Resources Office (SRO) at 803-327-8007 in the 300 area of Student Services. The SRO coordinates reasonable accommodations for students with documented disabilities.

Effective: SU2011