

SP 151 PERSONAL AND PUBLIC SPEECH

3 CREDITS

MW 8:05-9:20

MW 1:30-2:45

TT 8:15-9:30

INSTRUCTOR: Alan C. Ragains
OFFICE: Hale Naauao 134
OFFICE HOURS: MW 10:00 to 1:00
TT 9:45-10:45, 3:00-4:00
Or by appointment
CONTACT: 236-9234 (voice mail), ragains@hawaii.edu
EFFECTIVE DATE: Fall 2009

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives, and become contributing, culturally aware members of our community.

CATALOG DESCRIPTION

Introduction to major elements of speech. Enables students to acquire competence in two person, small group, and public situations. Models and concepts are used to explain the speech act. *Prerequisite- placement in English 21 or higher.*

Activities Required at Scheduled Times Other Than Class Times

None

STUDENT LEARNING OUTCOMES

The student learning outcomes for the course are:

1. Choose and narrow a topic appropriately for the audience and occasion.
2. Communicate the thesis/specific purpose in a manner appropriate for audience and occasion.
3. Provide appropriate supporting material based on the audience and occasion.
4. Use an organizational pattern appropriate to topic, audience, occasion, and purpose.
5. Use language that is appropriate to the audience, occasion, and purpose.
6. Use vocal variety in rate, pitch, and intensity to heighten and maintain interest.

7. Use pronunciation, grammar, and articulation appropriate to the designated audience.
8. Use physical behaviors that support the verbal message

To provide flexibility to adapt to particular needs or circumstances, the instructor reserves the right to deviate from the course outcomes, to add or omit tasks, and to adjust grades or points as the circumstances of the particular situation seem to justify.

COURSE CONTENT

Concepts or Topics

- Communication models
- Selecting topics
- Audience analysis
- Listening
- Supporting with evidence
- Methods of organization
- Introducing and concluding
- Visual aids
- Delivery
- Methods of persuasion
- Special occasion speaking
- Impromptu speaking

Skills or Competencies

See Class Schedule and Class Handouts

COURSE TASKS

1. Complete all assigned readings from the text, Public Speaking for Personal Success.
2. Complete all assigned supplementary exercises.
3. Present four major speeches applying the course concepts listed above.
4. Maintain a Speech Portfolio that includes outlines of speeches presented in class and critical analysis of those performances.
5. Complete in-class activities.
6. Participate in class discussion.

ASSESSMENT TASKS AND GRADING

1. Complete all in-class major speeches as **50%** of the final grade.
2. Complete activities, homework, participation, and attendance as **20%** of the final grade.
3. Complete all chapter tests as **30%** of the final grade.

90-100	A
80-89	B
70-79	C
60-69	D
59-below	F

See *Class Handout* for detailed schedule.

LEARNING RESOURCES

1. Hanna, Stine, and Gibson. Public Speaking for Personal Success, Seventh Edition.
2. Access to a computer or typewriter for preparing assignments.
3. One **DVD+RW** for recording in-class speeches.
4. Paper folder for Speech Portfolio.
5. Purchase “Class Handouts” at WCC Bookstore

STUDENT CONTRIBUTIONS

1. **Late assignments** are not accepted without previous consent of the instructor. Make an appointment to explain why you should be allowed to make-up assignments. Not taking a chapter test or giving a speech is a very serious matter. The only excuse considered will be medical (accompanied by confirmation from physician) or death in the immediate family.
2. It is the **student’s responsibility** to be aware of what is missed when absent and to notify the instructor. Students are responsible for all materials covered and all assignments made during any absence. Contact a classmate or the instructor and **return to class prepared**.
3. I uphold the University of Hawaii’s non-discrimination policy in my classes. Any discriminatory acts or language on the basis of race, religion, age, sex, national origin, ancestry, disabilities, or sexual orientation will not be tolerated. In addition, my classroom and office are UH designated Safe Zones. The Safe Zone program is committed to creating and maintaining a positive social and academic environment for gay, lesbian, bisexual, and transgendered students.

DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale ‘Akoakoa 213 for more information.

Personal and Public Speech
Class Schedule— Fall 2009

SP 151
A Ragains

Class	MW	TT	Activity	Reading Due
1	8/24	25	Introduction	
2	26	27	Communication Models	Ch. 1, pp. 2-17
3	31	9/1	Planning the First Speech	Ch. 2, pp. 22-41
4	2	3	1st Presentation	
5	9	8	Topic Blocks (Demonstration) <u>CH. 1 & 2 TESTS</u>	
6	14	10	Selecting Topics	Ch. 4, pp. 62-75 Ch.13, pp. 275-276
7	16	15	Audience Analysis— Questionnaire	Ch. 5, pp. 80-88
8	21	17	Inferential Audience Analysis	Ch. 5, pp. 88-95
9	23	22	Listening	Ch. 3, pp. 46-56
10	28	24	Listening Effectiveness <u>CH. 3, 4 & 5 TESTS</u>	Ch. 3, pp. 56-58
11	30	29	Demonstration Speeches	
12	9/5	1	Demonstration Speeches	
13	7	6	Demonstration Speeches	
14	12	8	Supporting Materials	Ch. 6, pp. 100-108 Ch. 13 pp. 268-275 pp. 277-286
			<u>CH. 6, &13 TESTS</u>	
15	14	13	Organization Methods	Ch. 7, pp. 134-145 pp. 148-149
16	19	15	Organizational Links	Ch. 7, pp. 149-151
17	21	20	Introduction/Conclusion <u>CH. 7 & 9 TESTS</u>	Ch. 9, pp. 178-192
18	18	22	Visual Aids	Ch. 11, pp. 218-242
19	28	27	Delivery <u>CH. 11 & 12 TESTS</u>	Ch. 12, pp. 250-265
20	20	29	Informative Speeches	

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Class	MW	TT	Activity	Reading
21	11/4	3	Informative Speeches	
22	9	5	Informative Speeches	
23	16	10	Evoked Recall Appeals	Ch. 14, p. 296 pp. 309-312
24	18	12	Persuasion	Ch. 14, pp. 292-309 pp. 312-314
25	23	17	Monroe Motivated Sequence	Ch. 7, pp. 145-148
26	25	19	Special Occasion Speaking	Ch. 16, pp. 345-347
27	30	24	Persuasion <u>CH. 14 (7), 15 (16) TESTS</u>	Ch. 15, pp. 320-334
28	12/2	1	Persuasive Speeches	
29	7	3	Persuasive Speeches	
30	9	8	Persuasive Speeches	
31	--	10	Review for final	

Final Exam Schedule

**You must be present for the full period on the day of the final.
Read pages 38-39 in Class Handouts for complete directions on presenting the impromptu speech for your final exam.**

Impromptu Speeches

SP 151 8:05	MW	#62207	Wednesday, 12/16	8:30-10:20
SP 151 1:30	MW	#62056	Monday, 12/14	1:30-3:20
SP 151 8:15	TT	#62054	Tuesday, 12/15	8:30-10:20
SP 151 1:30	TT	#62146	Thursday, 12/17	1:30-3:20