WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O‘ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment – inspiring students to excellence.

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. OC DA

Activities Required at Scheduled Times Other Than Class Times

None

STUDENT LEARNING OUTCOMES

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.
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
• Impromptu speaking

Skills or Competencies

See Class Schedule and Class Handouts

COURSE TASKS

1. Complete all assigned readings from the text.
2. Complete all assigned speech outlines and presentations.
3. Complete the Midterm & Final Exams.
4. Complete in-class activities.
5. Participate in class discussion.

ASSESSMENT TASKS AND GRADING

CLASS ACTIVITIES POINTS

PRESENTATIONS
Impromptu 100
Demonstration 100
Informative 150*
Persuasive (Interview = 50, Presentation = 150) 200
Group Discussion (Group = 50, Individual Presentation = 100) 150

EXAMS
Midterm 150
Final 150

Total: 1000

*A student may choose a Service-Learning option in lieu of the Informative Speech assignment. This can be done through an internship, a volunteer position, or participation in an S-L approved non-profit organization with a minimum of 20 hours of service during the semester. The emphasis will be on communication, and the student will be required to write a reflective report & make a presentation. The student will receive an S-L certificate when all requirements are met.
GRADING

1000 – 900 = A

899 – 800 = B

799 – 700 = C

699 – 600 = D

599 – = F

REQUIRED LEARNING RESOURCE

Hanna, Stine, and Gibson. PUBLIC SPEAKING FOR PERSONAL SUCCESS, 7TH EDITION

ATTENDANCE & LATE WORK

Attendance is required every class. There will be a 5-point deduction for each class missed without a document from a physician or death in the immediate family. Late assignments are not accepted without previous consent of the instructor. Not giving a speech on the day assigned or not taking an exam will result in a zero for the assignment. Every assignment must be typed. Students will not be allowed to participate in the group presentation if two days of preparation are missed because of an unexcused absence.

DO NOT TEXT, CHECK YOUR EMAIL OR USE HEADSETS IN THE CLASSROOM. DO NOT USE A LAPTOP WITHOUT CONSENT FROM THE INSTRUCTOR.

DO NOT TALK TO YOUR NEIGHBOR WHILE THE INSTRUCTOR OR OTHER STUDENTS HAVE THE FLOOR. PLEASE SHOW RESPECT BY LISTENING TO THE SPEAKER.

UNIVERSITY OF HAWAII NON-DISCRIMINATION POLICY

Any discriminatory acts or language on the basis of race, religion, age, gender, national origin, ancestry, disabilities, or sexual orientation will not be tolerated.

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.
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FINAL WEEK

GROUP PRESENTATION (Dec 14, 8:30 – 10:30)
Everyone is required to attend the final class. Plan to stay for the entire scheduled time.