

Prerequisites: Placement in ENGL&101

Required preparation: None

Co-requisite(s): None

AAS degree requirements: Basic Communication Skills-Oral

Recommended preparation: None

Fulfills additional requirements: None

Notes: This course is in-person. Students may choose to wear masks when in class.

Instructor Information

Colleen McGoff (she/her)

Office: Cascade 156 Email: cmcgoff@whatcom.edu

Office Hours

In-person: Tuesdays & Thursday 4:00 – 5:00 pm

Zoom: By appointment

Course Description

CMST&220 PUBLIC SPEAKING (5)

This course provides students with an introduction to communication theory and public speaking, emphasizing organization, audience analysis, oral styles, and use of visual aids. Students will learn how to prepare and deliver various types of public speeches and how to analyze contemporary speeches. (OC)

Course outcomes: Upon successful completion of this course, each student should be able to...

1. Deliver timed speeches before audiences, including speeches to entertain, inform and persuade
2. Articulate the purpose of any oral presentation
3. Integrate relevant research from credible sources into speeches
4. Craft verbal and nonverbal messages to suit particular audiences and purposes.
5. Prepare and use professional visual aids
6. Evaluate their own and others' speeches

Core learning abilities: WCC's core learning abilities (CLAs) – quantitative literacy, information literacy, communication, critical thinking, and global consciousness – are skills taught and reinforced throughout our curriculum. These skills are integral to students' professional and personal lives. This course will give you the opportunity to practice and develop communication.

Required Textbooks and Materials

- **Required:** “Just the Basics: An Introduction to Public Speaking” by Colleen McGoff Dean. (\$5.00)
Available in the Bookstore <https://bookstore.whatcom.edu/SelectTermDept> .
- **OER: Advanced Public Speaking** by Lynn Meade, University of Arkansas, Pressbooks, Creative Commons Licensing. This is an online textbook; I will provide relevant material on Canvas.
- **Other Supplementary material will be provided.**

OVERVIEW OF ASSIGNMENTS AND GRADING

<u>Presentation 1 (100 points)</u>	<u>Points</u>
• Demonstration speech	75
• Outline	15
• Self-Assessment	05
• Oral and written feedback	05
<u>Presentation 2 (145 points)</u>	
• Expository with Research	100
• Outline with MLA or APA sources	25
• Self-Assessment	10
• Oral and written feedback	10
<u>Presentation 3 (50 points)</u>	
• Inspirational or Motivational	50
<u>Team Persuasive Presentation (240 points; equivalent of final exam)</u>	
• Teamwork	30
• Persuasive with Research	150
• Outline with MLA or APA sources	25
• Self-Assessment	15
• Oral and written feedback	15
<u>Other Activities</u>	
• Critical Listening Essay	25
• Miscellaneous activities	approx. 70 -100

Total possible points:

approx. 645 pts.

There will be **occasional extra credit opportunities** throughout the course. Extra credit will be added after all other points have been compiled, and you must have a C- (70%) or better for extra credit points to be applied. Extra Credit activities are to enhance your learning, not to salvage a low grade.

Letter Grade	Points Needed	Percentage
A	600 - 645	93 – 100 %
A-	581 - 599	90 – 92 %
B+	561 - 580	87 – 89 %
B	535 - 560	83 – 86 %
B-	516 - 534	80 – 82 %
C+	497 - 515	77 – 79 %
C	471 - 496	73 – 76 %
C-	452 - 470	70 – 72 %

Below C-: Do you really want to know?

CMST&220: PROPOSED SCHEDULE for PUBLIC SPEAKING

NOTE: This is an **overview only**; all assignments and instructions can be found on Canvas. Deadlines will be posted on Canvas. The Schedule is subject to change with advance notice.

Unit I (Weeks 1 – 4): Communication Basics and Demonstration Presentation

Week 1 (Th Jan 8): Welcome and Getting Started: What is Communication?

- Complete Week 1 Activities on Canvas
- Prepare Accomplishment story (non-graded)

Week 2 (T/Th Jan 14/16): Begin Prep for Presentation 1: Demonstration

- Accomplishment story
- Presentation Basics: audience, purpose, topic selection, extemporaneous style
- Read assigned pages in “Just the Basics” and complete the Study Guide (posted on Canvas.)
- Presentation “lottery”

Week 3 (T/Th Jan 21/ 23): Continue Presentation Prep

- Presentation basics part 2: Organization, delivery, visual aids, managing nervousness, effective rehearsal
- Listening and feedback
- Read assigned pages in “Just the Basics” and complete the Study Guide
- Watch and respond to TED Talk: “How to Avoid Death by PowerPoint”
- **NOTE: Presentation 1 is next week.**

Week 4 (T/Th Jan 28/ 30): Presentations, Critical Listening and Constructive Feedback

- Submit formal outline
- Group 1 Presentations on Tuesday, Jan 28 [*Critiques by Group 2*]
- Group 2 Presentations on Thursday, Jan 30 [*Critiques by Group 1*]
- Complete feedback
- Complete self-assessment

UNIT II (weeks 5 – 7): Expository with Research (A detailed schedule is provided Week 5)

Week 5 (T/Th Feb. 4/6): Topic Selection and How to Research Effectively

Week 6/ 7 (T/Th Feb 11/ 13 and Feb 18/ 20): Delivery and Visual Aids Part 2; Integrating Research Effectively and Managing Nervousness Part 2

NOTE: College is closed February 15 – 18 for President’s Weekend and Professional Development Day; no class meeting on Thur. Feb. 13 (I will be attending a conference) or on Tue., Feb 18 which is College Professional Development Day.)

Week 8 (Feb. 25/ 27)

- **Tuesday, Feb. 25 Presentations Group 1 [Critiques by Group 2]**
- **Thursday, Feb. 27 Presentations Group 2 [Critiques by Group 1]**

UNIT III: Critical Thinking and Listening; Begin Team Project

Week 9 (TTh Mar. 4/6):

- Complete assigned readings and activities in class and posted on Canvas
- Introduction to Teamwork and Team Persuasive Project

UNIT IV: Speaking Persuasively (Weeks 9B – 12) *(Full schedule provided beginning of week 9)*

Week 10 (TTh Mar 11/13): Work in Teams; Topic Selection, Proposition Statements, Organization, Avoiding Fallacies, Research

Week 11 (T/ Th March 18/ 20): Work in Teams, Delivery, Visual Aids and Evidence for Persuasive Speaking

Week 12 (T/Th Mar 25/ 27): Final Rehearsal and Team Presentations

- **Tuesday Mar 25:** Work in teams; complete outline; Formal Rehearsal
- **Thursday Mar 27: Team Presentations**
- **Complete feedback forms and self-assessment by 11:59 pm March 27**