BARTON COMMUNITY COLLEGE

##### COURSE SYLLABUS

## I. GENERAL COURSE INFORMATION

Course Number: COMM 1230

Course Title: Public Speaking

Credit Hours: 3

Prerequisites: None

Division/Discipline: Academics Division/Communications

Course Description: This course includes a study of the theoretical principles underlying effective communicative behavior, and the practical application of those principles in various communicative exercises and assignments. The course is designed to increase the awareness of the importance of speech communication in today’s society and develop competency of speakers.

## II. INSTRUCTOR INFORMATION

## III. COLLEGE POLICIES

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The College assumes that its students and faculty will demonstrate a code of personal honor that is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

Plagiarism on any academic endeavors at Barton Community College will not be tolerated. The student is responsible for learning the rules of, and avoiding instances of, intentional or unintentional plagiarism. Information about academic integrity is located in the Student Handbook.

The College reserves the right to suspend a student for conduct that is determined to be detrimental to the College educational endeavors as outlined in the College Catalog, Student Handbook, and College Policy & Procedure Manual. (Most up-to-date documents are available on the College webpage.)

Any student seeking an accommodation under the provisions of the Americans with Disability Act (ADA) is to notify Student Support Services via email at [disabilityservices@bartonccc.edu](mailto:disabilityservices@bartonccc.edu).

## IV. COURSE AS VIEWED IN THE TOTAL CURRICULUM

Public Speaking is an approved general education course at BCC, which can be used to fulfill degree requirements as a fundamental oral communication course. In addition, it is a required class for those students majoring in communications. This course transfers well and may be used to help fulfill credit and course requirements for general education at most, if not all, Kansas Regents’ institutions. However, general education requirements vary among institutions, and perhaps even among departments, colleges, or programs within an institution. Also, these requirements may change from time to time and without notification. Therefore, it shall be the students' responsibility to obtain relevant information from intended transfer institutions during his (her) tenure at Barton Community College to insure that he (she) enrolls in the most appropriate set of courses for the transfer program. It is recommended that the student retain this syllabus until transfer has been completed.

The learning outcomes and competencies detailed in this course syllabus meet or exceed those specified for this course by the Kansas Core Outcomes Groups project, and as approved by the Kansas Board of Regents – <http://kansasregents.org/transfer_articulation>.

**V. ASSESSMENT OF STUDENT LEARNING**

Barton Community College is committed to the assessment of student learning and to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide Barton, as a learning college, in finding ways to improve student learning.

Course Outcomes, Competencies, and Supplemental Competencies:

1. Develop a high degree of understanding and skill in effective oral communication
   1. Discriminate between fact and opinion and between emotional and logical arguments.
   2. Fulfill the purpose of oral discourse by providing adequate support in a suitable organizational pattern.
2. Address participation, problem solving, audience analysis
   1. Determine the purpose of oral discourse.
   2. Demonstrate language and nonverbal behavior appropriate to the audience.
   3. Synthesize and evaluate by drawing logical inferences and conclusions.
3. Develop the use of informative or persuasive communication in a public speaking situation
   1. Choose and restrict a topic according to the purpose and the audience, recognizing main ideas, and supporting details.
   2. Detect bias and prejudice and how they impact a spoken message.
4. Foster a desire to give and receive purposeful and constructive criticism.
   1. Employ active listening techniques when appropriate.
5. Create effective oral communication that generates messages and delivers them with attention to vocal variety, articulation and nonverbal signals.
   1. Demonstrate careful choice of words and provide effective transitions.
   2. Transmit the message by using delivery skills employing vocal variety; clear articulation.

## VI. INSTRUCTOR'S EXPECTATIONS OF STUDENTS IN CLASS

## VII. TEXTBOOKS AND OTHER REQUIRED MATERIALS

### VIII. REFERENCES

### IX. METHODS OF INSTRUCTION AND EVALUATION

## X. ATTENDANCE REQUIREMENTS

## XI. COURSE OUTLINE