

SOUTHWESTERN ASSEMBLIES OF GOD UNIVERSITY

SPH 1113 Fundamentals of Speech

Instructor: Dr. Darren Daugherty

Term: Fall 2005

Course Syllabus

Course Description

Speech 1113 is an introductory course designed to develop individual speaking skills. Study in preparing, organizing, and delivering the basic types of speeches is included along with an overview of different types of communication – intrapersonal and interpersonal.

Meets the following EC-4th Reading Standards; 1.8s, 1.9s, 1.10s, and the following English Language Arts—Grades 8-12—Teacher Standards; 3.1k, 3.2k, 3.9k, 8.1k, 8.2k, 8.3k, 8.4k, 8.5k, 8.7k, 8.8k

Course Objectives

1. Define the elements of the communication process.
2. Recognize the nature and importance of interpersonal communication.
3. Identify the components of large group and small group communication.
4. Develop and deliver a summary of your Christian testimony.
5. Develop and deliver speeches for various occasions.

Textbook

Andrews, Patricia, James R, Andrews, and Glen Willams. Public Speaking: Connecting You and Your Audience. New York: Houghton Mifflin, 2002.

Course Plan

This course involves a variety of learning methods involving students in: Studying by means of textbook reading and chapter review questions; Discussing, by way of the class's online location, speeches included on the CD included with your text; Listening to and critiquing live speeches; Writing and delivering original speeches; Demonstrating an overall understanding of speech in a final exam.

Course Requirements

1. The student will attend classes and participate in class activities.
2. The student will complete reading assignments, which will often be used in class discussion.
3. The student will critique speeches (5 out of 12 speeches included on the CD accompanying the course textbook) by participating in online course discussion.

4. The student will read all assigned readings and complete 5 review questions on each reading, which will be submitted through the assignment drop box.
5. The student will deliver three minor speeches (Infomercial, Scripture reading, Personal testimony).
6. The student will write and deliver three major speeches (Informative, Special Occasion, Persuasion).
7. The student will complete an objective final exam (multiple choice) based upon the textbook. Students with perfect attendance (those who attend every class session in its entirety) will be exempt from the exam and will receive the 100 points.

Course Assignments

Minor Speeches Three minor speeches will be given by each student; one with no preparation (impromptu infomercial), one with little preparation (scripture reading), and one with adequate preparation (testimony).

For the first speech you will deliver a short, impromptu infomercial on one of the fruits of the spirit (at least 5 minutes, no more than 8). Please do not stress about this assignment. It is meant to be a fun “ice-breaker” for this course. The points are low, and the grading is gracious. There is one catch: you will not know which fruit you will be “selling.” More directions will be given on the first day of class.

For the second speech, you will deliver a short, dramatic reading of Scripture. Choose one of your favorite passages from the Bible (enough verses to fill 5-8 minutes). Read it over a few times, deciding how to read it with great feeling. Students will be graded on 5 different aspects: appearance, posture, volume, expression, and time.

For the third speech, you will deliver the “Faith Story” or “Testimony” of your life (approx 15 minutes). The many details for this assignment will be covered in class.

Quizzes Five quizzes, multiple choice, 20 points each, will be based upon the readings in the textbook.

Activities Various in-class activities will have points awarded. For example, at the end of each chapter is a list of review questions.

Students are always expected to read assignments and be prepared to discuss their answers to the questions in class. At times, students will be asked to write or type their answers and submit them to the instructor. Another activity will involve the CD of speeches that came with your textbook. At times you will be asked to view a speech at home and give a short critique. Other class activities will also be awarded points. All activities mentioned in this section cannot be made up for any absence.

Major Speeches Students will deliver two major speeches, which must also include typed keyword outlines (see page 239 in textbook for an example.) If you include other sources in your speeches, please indicate those sources on your

outline. Major speeches are to be approx 15 minutes. There will be 3 categories of major speeches, but each student will sign up to do only two. More details will be given for each speech assignment.

Final Exam At the end of the semester, you will demonstrate your overall knowledge of speech by completing an objective final exam. Students with perfect attendance (those who attend every class in its entirety) will be exempt from the final and will receive the 100 points.

Grading

Grades	
Minor speech #1	5% (50 points)
Minor speech #2	8% (80 points)
Minor speech #3	12% (120 points)
Quizzes	10% (20 points ea. X 5 = 100)
Activities and critiques	25% (250 points)
Major speeches	30% (150 points ea. X 2 = 300)
Final exam	10% (100 points)

Grading Scale	
900-1000	A
800-899	B
700-799	C
600-699	D
Below 600	F

Class Calendar and Due Dates

- Thurs Sep 1 Class Introduction
- Tues Sep 6 Loosen Up
Due: Minor speech #1 – Impromptu Infomercial
- Thurs Sep 8 Public Speaking and the Communication Process
Due: Read Chapter 1, answer 5 questions
- Tues Sep 13 Managing Communication Apprehension
Due: Read Chapter 2, View and critique a speech on CD
- Thurs Sep 15 Listening Effectively
Due: Read Chapter 3, Quiz #1
(teaching on scrip reading)
- Tues Sep 20 Being Dramatic
Due: Minor speech #2 – Scripture Reading (3-5 min)
- Thurs Sep 22 Analyzing Your Audience *(Listening...)*
Due: Read Chapter 4, answer 5 questions
- Tues Sep 27 Adapting to Diverse Audiences *(skip “adapting” & do “analyzing”)*
Due: Read Chapter 5, View and critique a speech on CD

Thurs Sep 29	Enhancing Your Credibility and Selecting Your Topic Due: Read Chapter 6, Quiz #2 (Quiz 1) (Ken Davis video)
Tues Oct 4	Lesson 9: Speaking with a Purpose Due: Read Chapter 7 (Faith story lecture & Quiz 2)
Thurs Oct 6	FALL BREAK
Tues Oct 11	Your Faith Story Due: Minor speech #3 – Personal Testimony
Thurs Oct 13	Your Faith Story (cont.) Due: Minor speech #3 – Personal Testimony
Tues Oct 18	Discovering Relevant Material Through Research and Supporting Your Ideas with Evidence (skip these; do speaking w/ purpose part II) Due: Read Chapter 8, View and critique a speech on CD
Thurs Oct 20	Organizing and Outlining Your Speech Due: Read Chapter 10, Quiz #3 (on discovering & supporting)
Tues Oct 25	Delivering the Speech Effectively Due: Read Chapter 11, View and critique a speech on CD
Thurs Oct 27	Using Language Effectively Due: Read Chapter 12, Quiz #4
Tues Nov 1	Using Presentational Aids in Public Speaking Due: Read Chapter 13, answer 5 questions
Thurs Nov 3	Speaking to Inform Due: Read Chapter 14
Tues Nov 8	BREAKTHROUGH CONFERENCE
Thurs Nov 10	Major Speech 1 Due: Informative Speech
Tues Nov 15	Major Speech 1 Due: Informative Speech
Thurs Nov 17	The Persuasive Process Due: Read Chapter 15, Quiz #5

Tues Nov 22	Arguing Persuasively Due: Read Chapter 16
Thurs Nov 24	Major Speech 2 Due: Persuasive Speech
Tues Nov 29	Major Speech 2 Due: Persuasive Speech
Thurs Dec 1	THANKSGIVING
Tues Dec 6	Speaking on Special Occasions Due: Read Chapter 17 Due: Major Speech (Special Occasions)
Thurs Dec 8	Communicating in the Workplace Due: Read Chapter 18 Due: Major Speech (Special Occasions)
Final	Tuesday, December 13, 2:30pm

Final Exams

During the final exam week, a final exam will be administered in class at the time that the University has established as printed in the class schedule. No final exam will be given prior to final exam week. Students with conflicting exam schedules may arrange with the professor (subject to professor approval) to take an exam at an alternate time. The arrangement must be done prior to exam week. The alternate exam time is published by the Registrar.

Graduating seniors with a grade of B or higher within a course may be exempted from the last examination of the course if the professor designates it as a comprehensive final exam. However, a graduating senior with a grade of B or higher within a course, at the professor's prerogative, may or may not be exempted from a unit exam given during the final exam week.

Class Policies

1. Class Attendance

Southwestern's on-campus academic program is designed as an in-class learning experience. In this type of instructional setting, the ability to pass examinations and complete outside projects is only a partial measure of the student's knowledge, skills, understanding, and appreciation of the subject

matter. Therefore, students are required to maintain regular and punctual class attendance.

Absences which exceed twenty percent (20%) of the number of times that a class meets per semester, (8 absences for classes meeting 3 times per week, 6 absences for classes meeting 2 times per week, and 3 absences for classes meeting 1 time per week), regardless of the nature or reason for the absences, will result in the student being administratively dropped automatically from the course, receiving a grade of "W". The student will be assessed the established course withdrawal fee. A student who is absent from a class is totally responsible to make the appropriate advanced arrangements with the faculty member for possible make up work. The faculty member will have the prerogative to determine if a student may make up any examinations or outside assignments based upon the reason for a student's absence and when the make up work must be completed. However, no point reduction will be assessed to a student's final grade for absenteeism.

2. Tardy:

Students missing fifteen minutes of a class will be counted as absent for that session. Every three tardies acquired in classes that meet three times a week and every two tardies acquired in classes that meet twice a week will be considered as an absence. The student is responsible, at the end of class, to identify his/her tardiness to the professor.

3. Class Assignments

If the student is absent on the day an assignment is due, it is that student's responsibility to turn in the assignment by class time.

If an unplanned event (extended chapel) should impact a class period in which an assignment is due, the assignment must be submitted before 4:00pm or it will be counted as late.

Presentations will not be accepted late. Written assignments will be marked down 10% for each day late.

Office Hours and Availability

I am available to meet with you during regular office hours (MWF 2:45-4:45pm; TT 4:00-5:00pm), or by special appointment at other times. Be sure to seek help immediately if you are having difficulty with this course. I am here to help you.

If you misplace your syllabus or other assignment sheets, see the instructor's website (www.Darren.Daugherty.net).

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