

SOUTHWESTERN ASSEMBLIES OF GOD UNIVERSITY

School of Distance Education

SPH 1113 Fundamentals of Speech

Instructor: Dr. Darren Daugherty

Term: Spring 2006

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 access and follow all course instructions found in the Content/Lesson material area of the WebCT course.
2. The student will critique speeches (5 out of 12 speeches included on the CD accompanying the course textbook) by utilizing the course online bulletin board.

3. The student will read all assigned readings and complete 5 review questions on each reading, which will be submitted through the assignment drop box.
4. The student will deliver three minor speeches (Infomercial, Scripture reading, Personal testimony), submitted as videos on one DVD or VHS tape.
5. The student will write and deliver at least two major speeches (Informative, Persuasion). These must be submitted as video each on a separate DVD or VHS tapes.
6. The student will complete either submit a third major speech (Special Occasion) or complete an objective final exam found in the online course using the WebCT exam feature.

Course Assignments

Minor Speeches Three minor speeches are to be sent to the instructor on one disk (CD or DVD) or vhs tape. Please do not send as any other media, and please know that **these recordings will not be returned to you**. Your recordings may be done in front of others or by yourself. The first two minor speeches are to be 3 minutes each. The third is to be 5-10. Immediately following your submission of the speeches by way of U.S. mail, please go to the WebCT Assignment Drop Box to officially submit your assignment to the instructor. Please see the online course instructions for each speech. **Do not mail speeches to the DE office.** See instructor contact at bottom of syllabus.

Chapter Questions At the end of each chapter is a list of review questions. Those questions are also included in the online chapter assignments. You are to pick 5 questions from each list/chapter, and answer them with answers which are at least 3 sentences long. Be thorough, as these questions are designed to help you apply the learning to your personal situations. Not much feedback will be given on each question, but the thoroughness of answers will be checked. Your answers are to be submitted through the course Assignment Drop Box. Type your answers, save the file as either a MS Word (.doc) file or an .RTF file. Then drop the assignment into the box. Please be sure to include the questions with your answers (simply copy and paste them from the course content lesson guides.) You will do the questions for chapters 1-13. If you complete all 13 assignments, you earn an additional 40 points. The only way to earn the 40 points is by doing all chapter assignments on time. Please note that although you will not be answering the questions for chapters 15-18, the chapters must be read in order to be adequately prepared for your major speeches. The final exam will include these chapters.

Speech Critiques Included with your textbook is a CD which includes 12 speeches. You will view 5 of these speeches and give a critique of at least 50 words for each speech. Post it to the course WebCT bulletin board.

Major Speeches At least two major speeches are to be sent to the instructor, each on it's own disk (CD or DVD) or vhs tape. Please do not send as any other media type, and please know that **these recordings will not be returned to you**. Your recordings may be done in front of others or by yourself. Major speeches must also include typed keyword outlines (see page 239 in textbook for an example.) Your speeches are improved through using research/sources. Please indicate/cite these sources on your outline. Major speeches are to be 10-15 minutes. Immediately following your submission of the speeches by way of U.S. mail, please notify instructor by way of the WebCT Assignment Drop Box. Please see online course instructions for each speech. **Do not mail speeches to the DE office**. See instructor contact at bottom of syllabus.

Final Exam **You have the choice of submitting a third major speech (Special Occasion Speech) or taking the final exam.** You are not permitted to do both. The final exam will be based on your textbook readings. It is an objective, online, closed-book exam. Most distance-ed. students have opted to do the exam.

Grading

Grades		Grading Scale	
Minor speeches 1 & 2	10% (50 points ea. x2=100)	900-1000	A
Minor speech 3 (testimony)	10% (100 points)	800-899	B
Chapter questions	26% (20 points ea. x13=260)	700-799	C
Speech critiques	10% (20 points ea. X5=100)	600-699	D
Major speeches	34% (170 points ea. x2=340)	Below 600	F
Final exam or Occasion Speech	10% (100 points)		

Calendar and Due Dates

All due dates for assignments fall on Mondays except the optional *Major Speech 3*

Assignment	Due Date
Lesson 1: Introduction to Public Speaking	
Lesson 2: Impromptu Speaking Assignment: Minor speech #1 – Infomercial (date is a guide)	Jan 16

Lesson 3: Public Speaking and the Communication Process Assignment: Chapter 1 questions	Jan 23
Lesson 4: Managing Communication Comprehension Assignment: Chapter 2 questions	Jan 23
Lesson 5: Public Scripture Reading Assignment: Minor speech #2 – Scripture Reading (date is a guide)	Jan 30
Lesson 6: Listening Effectively Assignment: Chapter 3 questions	Feb 6
Lesson 7: Analyzing Your Audience Assignment: Chapter 4 questions	Feb 6
Lesson 8: Adapting to Diverse Audiences Assignments: Chapter 5 questions	Feb 13
Lesson 9: Enhancing Your Credibility Assignment: Chapter 6 questions	Feb 13
Lesson 10: Your Faith Story Assignment: Minor speech #3 – Faith Story (MAIL BY DUE DATE)	Feb 20
Lesson 11: Selecting Your Topic Assignment: Critique 1	Feb 27
Lesson 12: Speaking with a Purpose PART 1 Assignment: Critique 2	Feb 27
Lesson 13: Speaking with a Purpose PART 2 Assignment: Chapter 7 questions	Mar 6

<p>Lesson 14: Discovering Relevant Topics Through Research and Supporting Your Ideas with Evidence Assignments: Chapter 8 questions AND Chapter 9 questions</p>	Mar 13
<p>Lesson 15: Organizing and Outlining Your Speech Assignments: Chapter 10 questions</p>	Mar 20
<p>Lesson 16: Delivering Your Speech Effectively Assignment: Chapter 11 questions</p>	Mar 20
<p>Lesson 17: Using Language Effectively Assignment: Chapter 12 questions</p>	Mar 27
<p>Lesson 18: Using Presentational Aids Assignment: Chapter 13 questions</p>	Mar 27
<p>Lesson 19: Using Illustrations Assignment: Critique 3</p>	Apr 3
<p>Lesson 20: Effective Introduction and Conclusions Assignment: Critique 4</p>	Apr 3
<p>Lesson 21: Speaking to Inform (Read chapter 14 to prepare) Assignment: Major Speech 1 – Informative (MAIL BY DUE DATE)</p>	Apr 10
<p>Lesson 22: The Persuasive Process (Read chapter 15 to prepare) Assignment: Critique 5</p>	Apr 17
<p>Lesson 23: Speaking to Persuade (Read chapter 16 to prepare) Assignment: Major Speech 2 – Persuasive (MAIL BY DUE DATE)</p>	Apr 17
<p>Lesson 24: Speaking on Special Occasions (Read chaps. 17&18 to prep.) Assignment: Major Speech 3 – Spec. Occ. (MAIL BY DUE DATE)</p>	Apr 21

Final Exam (If not submitting Major Speech 3)	Apr 21-26
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Early assignment submissions are welcome. Late assignments drop 10% per day.

Course Policies

Assignments

All course assignments should be completed with due consideration for the professional work expected of students of this university. Work should be neat, organized and typed. Assignments are do on the date posted in the syllabus, the course location on the WebCT site, and the Assignment Drop Box. Assignments should be saved and submitted to the WebCT Assignment Drop Box as a MS Word (.doc) file or .RTF file. Speeches must be mailed to instructor at address on last page. No late work will be accepted.

Library Use

All students are permitted to make use of the SAGU Nelson Memorial Library. In some instances, other schools honor the ID cards of SAGU students. Failure to return SAGU library books may jeopardize re-enrollment.

Integrity

Any evidence of cheating or any kind of plagiarism will result in an "F" for the course. Plagiarism is the use of another person's material or work as though it were your own.

Withdrawal

In the unfortunate event that a student seeks to withdraw from a course or from school, the SDE Office should be contacted to initiate the process. Request to withdraw must be in the form of a written statement from the student.

Last day to withdraw: March 29

Incompletes

The School of Distance Education does not grant automatic extensions for course work. Personal emergencies may become grounds for seeking an incomplete in an SDE course. However, unless requested in writing and the permission of the instructor secured in a timely fashion, no incomplete for course work or testing will be permitted. No incompletes will be granted if the student has not previously submitted 50% of the work with a passing grade during the course of the semester. An incomplete will incur a fee. Please see the University calendar for the last day to file an incomplete.

Last day to file an incomplete: April 19

Automatic Administrative Withdrawal

All students are required to turn in work or reports at the 4th and 8th week (3rd and 6th during the summer) of the course. If no work has been submitted or notice received, at the eighth week of the semester students will be automatically administratively withdrawn from the course.

Tips for the student

When in question about anything relating to the class, whether assignments or policies, please inquire of the professor. A good understanding prevents a misunderstanding. Be sure to seek help immediately if you are having difficulty with this course. I am here to assist you.

Instructor Availability

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