



COM 100 PUBLIC SPEAKING (3 credits)

Winter 2006 Tuesdays 6:30-9:15pm Location: Room ____

Instructor: Conrad Hild Office: 521 Office Hours: TBA

Office Phone: 410-2000 x3996 email: child@auc-nuc.ca

1. Course Description

Students in this class will be introduced to the principles and practice of effective public speaking. You will apply the theory and knowledge through a number of class presentations. Both instructor and classmates will provide critique for your further growth.

2. Course Objectives

- To understand the need for the process of effective public speaking
- To acquire skills that will improve through careful listening, critical thinking, and sound reasoning
- To learn how to connect with your listeners
- To acquire skills for preparing, organizing, and presenting various forms of public communication

3. Course Expectations

- **Attend and participate in all class sessions.** Students whose absences exceed 20% of the scheduled classes will receive a *failing grade*.
- **Speak.** Students are expected to present speaking assignments on the day they are assigned. If extenuating circumstances make that impossible, please arrange to switch speaking dates with a classmate and advise the instructor of the arrangement prior to the speaking assignment.
- **Critique.** Giving and receiving critiques are crucial to growing as an effective communicator. It is expected that students will listen carefully and respectfully to each other during class discussions and speaking exercises.

4. Course Requirements and Grading

A. Speeches **70%**

- | | |
|---------------------------------|-----|
| ▪ Personal Speech (4-6 min.) | 10% |
| ▪ Informative Speech (6-8 min.) | 15% |
| ▪ Persuasive Speech (8-10min) | 20% |
| ▪ Final Speech (13-15 min.) | 25% |

Note: On the day of your presentation, a full manuscript of your speech is to be given to the instructor.

B. Participation **20%**

- | | |
|--|-----|
| ▪ Written critique of other student's speeches | 5% |
| ▪ Written self-critique of all your speeches--
to be handed in, based on video review (between
250-500 words)—required the next class period | 10% |
| ▪ Attendance and class participation | 5% |

C. Reading

10%

- Textbook: Written one page chapter summaries.
See reading schedule below.

5. Due Dates

A. Speeches

- Personal Speeches Jan. 31
- Informative Speeches Feb. 28
- Persuasive Speeches March 14/21
- Final Speeches April 11/18

B. Reading

1. Written one-page textbook summaries required on the following dates:

- Chaps. 1 + 2 Jan. 24
- Chaps. 3 + 4 + 5 Feb. 7
- Chaps. 6 + 8 + 9 Feb. 14
- Chaps. 10 + 13 Feb. 21
- Chap. 7 Feb. 28
- Chaps. 11 + 12 March 7
- Chaps. 14 + 15 March 14

6. Required Text

Novis, Melanie (2004). *Canadian Public Speaking*. Toronto, ON: Pearson Education Canada Inc. (Prentice Hall).

7. Additional Notes

- Speeches will be video taped to assist with self-evaluation; therefore, please ensure you bring your videotape (VHS) to class when you are scheduled to speak.
- The Instructor uses the following Grading schedule:

A+	96-100	C+	68-70
A	91-95	C	63-67
A-	86-90	C-	60-62
B+	81-85	D+	56-59
B	75-80	D	50-55
B-	71-74	F	below 50
- Last day to enter course without permission: **January 20, 2006**
- Last day to withdraw voluntarily from course without academic penalty: **March 10, 2006**
- It is the responsibility of all students to become familiar with and adhere to AUC/NUC academic policies, such as the policy on academic dishonesty, which are stated in the current catalogue.