



North Dakota State College
of Science

2023-2024 Syllabus

Fall 2023



Course Information

Course Number: COMM 110
Course Title: Fundamentals of Public Speaking
Credit Hours: 3

Instructor Information

Instructor: Kelsey Johnson
Phone: 701-356-2050 ext. 9317
Email: kelseyjohnson@west-fargo.k12.nd.us
Office Location: 211H or 205H
Office Hours: 205H during A Days Period 4; B Days Period 3

Course Description

This course introduces the student to a variety of speaking situations. The course aims at providing the student with the opportunity to gain proficiency in various types of speeches while freeing the student from some of the problems of stage fright, organization, and delivery.

Textbook and Required Materials

Instructor will provide all materials to students.

(Optional) Lucas, S.F., *The Art of Public Speaking* Edition 13, McGraw-Hill, 2020
ISBN: 978-1259924606

Learning Goals/Outcomes

Upon completion of this course, the student will be able to:

1. Understand the need for effective public speaking skills in both the business setting and interpersonal relationships.
2. Understand the process of communication.
3. Understand the communication model and its effect on public speaking.
4. Understand the similarities and differences between conversation and public speaking.
5. Understand that nervousness is normal and learn methods to control speech anxiety.
6. Understand the importance of ethical public speaking.

7. Select topics and understand purpose.
8. Value and use different methods of audience analysis.
9. Understand the value of listening and listening skills.
10. Use techniques to become more effective listeners.
11. Understand the basics of research.
12. Use different methods to support their ideas.
13. Develop and use basic speech structure.
14. Use different methods of delivery.
15. Make use of various forms of visual aids.
16. Give basic informative speeches
17. Use various methods of persuasion.
18. Understand basic small group dynamics.

Grading and Evaluation

Speech Assignments: Schoology will have details and deadlines for all listed speech assignments.

About Me/Introduction Speech

Everyday Life Speeches

- Wedding Toast
- Fictional Character Eulogy
- (Tentative) Graduation Speech or Award Acceptance Speech or How-To Spech

Shark Tank Pitch Speech

- Done in groups of 2 or 3

Informative Speech

Persuasive Speech

Extemp/Impromptu Speech

Chapter Reviews: Handwrite a chapter summary or outline of key ideas discussed. These summaries **MUST** be legibly handwritten (not typed).

Due dates will be announced in class/Schoology when chapters are assigned for reading.

Virtual Presentations: Individuals (or possibly in partners) will be assigned to teach the class the key ideas discussed in the assigned reading chapters to practice and develop virtual communication skills with visual aids. Students will have the opportunity to present/teach over Teams with a visual aid.

Speaker Reviews: On days speeches are delivered in class you will review your peers' speeches. A worksheet/ballot is provided for you. Due dates will be announced in class.

Self-Evaluations: After every speech, you will evaluate your own speech presentation. A worksheet with focus questions is provided for you. Due dates will be announced in class. **Students will not get the instructor grade on the speech until this part is complete.**

Grading Scale

| Grading System | Percent |
|----------------|----------|
| A | 90%-100% |
| B | 80%-89% |
| C | 70-79% |
| D | 60-69% |

Attendance Policy

Students will follow the WFHS attendance policy: after 10 absences (excused or unexcused) a student is at risk of losing credit.

Tie to Assessment Outcomes

This course contributes most directly to the Liberal Arts Program outcome involving communication, as well as to campus-wide program outcomes in communication. Speeches will be completed to assess student ability in those areas.

Course/Instructor Expectations

1. Because of the nature of this course attendance is extremely important. It's **public** speaking.
2. All assignments will have clearly provided due dates. Any assignment turned in late may result in a reduction in points or may not be accepted at all. Because of the size of this class and the way our semester calendar is broken up at WFHS, students must present their speeches on their assigned day. Speeches not presented on assigned days may result in a reduction in points (likely a letter grade).
3. Type all assignments provided on Schoology/OneDrive, specifically those getting graded by me. It is incredibly time consuming and difficult to read and grade assignments with writing using the iPad pen.
4. Practice interpersonal communication skills; speak to and with me (and your peers) instead of using computer mediated communication (texting, emailing, etc). I admire the bravery.

Academic Integrity

Acts of academic dishonesty, including but not limited to cheating, plagiarism, falsifying research data or results or assisting others to do the same will be cause for sanction up to and including reduction in grade, failure of course or removal from class. Repeat offenses may result in additional sanctions.

For more information, refer to the NDSCS College Catalog under [Academic and College Policies and Procedures](#).

ADA Statement

Any student who feels they may need an accommodation based on the impact of a disability should contact their instructor privately to discuss specific needs. Please contact the Accessibility Coordinator at NDSCS.Accessibility@ndscs.edu or by phone at 701-671-2623 as soon as possible in the semester to discuss possible accommodations.

Equal Opportunity Statement

North Dakota State College of Science is an equal opportunity employer and equal opportunity educator. NDSCS is fully committed to equal opportunity in employment decisions and educational programs and activities. All practices are in compliance with all applicable federal and state laws, for all individuals without regard to age, color, gender identity/expression, genetic information, marital status, national or ethnic origin, physical and mental ability status, public assistance status, race, religion, sex, sexual orientation, familial or parental status, status as a U.S. veteran/service member, or participation in lawful activity off the employer's premises during nonworking hours which is not in direct conflict with the essential business-related interests of the employer.

For more information, refer to the NDSCS College Catalog under [*Non-Discrimination Statement and Equal Opportunity Policy*](#).

Dual Credit Course Withdrawal/Drop

Students who wish to drop a college course must contact the NDSCS Dual Credit Office: 701-671-2406 or ndscs.dualcredit@ndscs.edu. Notifying the high school of a withdrawal/drop does not withdraw the student from the NDSCS college course. Please view the current Refund Schedule at: [Dual Credit Refund Schedule](#). The date the Dual Credit Office is contacted will determine the amount of refund.

Land Acknowledgement Statement

NDSCS acknowledges that we occupy the sacred ancestral lands of the First Nations cultures of North Dakota. Without them, we would not have access to our gathering, dialogue, and learning spaces.

Developed/Revised (Date): 8/19/2023