

Alexandria Technical and Community College

COMM 1415: Public Speaking

A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: Goal 01 - Communication

This course meets Minnesota Transfer Curriculum (MnTC) goal area 1. This course covers the theories, practices, and methods of public speaking, group problem solving, critical listening, and critiquing. The focus in this course is on the concepts of planning and delivering oral presentations and enhancing learner listening skills.

B. COURSE EFFECTIVE DATES: 05/19/2002 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Understand basic public speaking concepts.
2. Present extemporaneous and impromptu speeches using speaker's language and presentation skills.
3. Analyze topics, research information, and cite sources using MLA style.
4. Use outlines for speech preparation and notes for presentations utilizing the speech preparation process.
5. Critique other speakers.
6. Use and interpret non verbal communication.
7. Practice critical listening and audience analysis.
8. Address speakers' anxiety.

D. LEARNING OUTCOMES (General)

1. The learner will critique other speakers using a checklist.
2. The learner will present well-organized, vocally appropriate speeches measured with a checklist.
3. The learner will credit researched information and document credible Internet sources by using bibliographies or works cited pages.
4. The learner will recognize and address variable audience needs according to a checklist.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

Goal 01 - Communication

1. Understand/demonstrate the writing and speaking processes through invention, organization, drafting, revision, editing and presentation.
2. Participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding.
3. Locate, evaluate, and synthesize in a responsible manner material from diverse sources and points of view.
4. Select appropriate communication choices for specific audiences.
5. Construct logical and coherent arguments.
6. Use authority, point-of-view, and individual voice and style in their writing and speaking.
7. Employ syntax and usage appropriate to academic disciplines and the professional world.

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted