

# Dakota County Technical College

## **SPEE 1015: Fundamentals of 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 speech course introduces students to the factors involved in becoming efficient communicators in both individual and group presentations. The course emphasis will be placed on audience analysis, research and organization, speech construction, and delivery techniques.

Meets MnTC Goal 1

**B. COURSE EFFECTIVE DATES:** 07/01/2001 - Present

**C. OUTLINE OF MAJOR CONTENT AREAS**

#### **D. LEARNING OUTCOMES (General)**

1. critique students' visual aids speeches
  2. develop speaking confidence
  3. analyze forms of support
  4. deliver timed speeches in various areas that may include but are not limited to autobiographical, informative, persuasive, demonstration and impromptu speeches
  5. demonstrate active listening skills
  6. write outlines for identified speech in key word and/or full content formats
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7. identify objectives of good speeches
  8. critique students' timed informative speech
  9. critique students' persuasive speeches
  10. critique students' impromptu speeches
  11. critique a demonstration speech
  12. analyze vocal/video recordings
  13. analyze the selection of topics
  14. analyze the importance of body language
  15. analyze the components of speeches
  16. analyze stage fright
  17. analyze speech outline methods
  18. analyze speech delivery
  19. deliver a timed demonstration speech
  20. prepare note cards
  21. write a works cited page for required speeches
  22. understand the difference between formal and informal language usage in speeches
  23. use methods to control stage fright
  24. use language effectively
  25. use group problem solving methods
  26. use gestures, movement and eye contact
  27. describe the importance of impromptu speaking
  28. research document and use authoritative data in speeches
  29. identify sources of information
  30. practice vocal variety
  31. practice positive body language
  32. understand and demonstrate speech planning process
  33. plan a group discussion
  34. participate in a group discussion
  35. identify various styles of listening

## **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