

Howard Community College
Online Course Information

SPCH-105 Fundamentals of Public Speaking

Students will gain public speaking experience by delivering a variety of speech styles in front of an audience. Students will learn to write and research informative and persuasive speeches using effective audio-visuals. Students will identify and develop their own "style" of delivery. Students will also learn the basics of intrapersonal and interpersonal communication theory.

Credits 3

Prerequisites Eligible to enroll in ENGL-121.

Fees This course has fees totaling \$30.00.

Instructor Dorothy Harris

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Overall Course Objectives

Once you have completed this course you will be able to:

- Select a topic, select and outline a body of information, create an effective transition, compose a complete introduction and conclusion for informative and persuasive speeches;
- Define persuasion and its components, and use logical evidence, motive appeal and credibility in a convincing speech;
- Prepare and use visual aids;
- Recognize, describe, perform, and evaluate effective physical and vocal speech delivery; and
- Recognize, describe, select and evaluate effective language for speeches.

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Course Format

This course:

- Is not self-paced.
- Requires four on-campus meetings in order for students to deliver their prepared speeches. Please consult the schedule of classes or call the Office of Distance Learning for exact meeting dates and times. The course may also require some on-campus exams. (For more information, see the "Exams" section below.)
- **Please note:** This online course is rigorous and requires substantive writing, the delivery of four speeches, research and outside study time (approximately 6-8 hours of reading, studying, research and writing time each week). Although there are no examinations per se, the grading policy identifies weighted credit that is given to speeches, exercises, quizzes, outlines and participation. A substantive portion of the final grade will be attributable to "participation," which includes active participation in

online discussions, timely submissions of online assignments, submission and update of homepage, and general effort expended on realizing the objectives of the course.

- **Interaction with the Instructor:** While there are no specific office hours, the instructor will be available by phone (443-838-8115) and by e-mail (e-mail is preferred). When e-mailing, the student can expect a return e-mail within 2 weekdays of the original e-mail, usually sooner. Depending on the number of students, grades will be posted for most assignments within one week of the due date; if there are exceptions, students will be notified by e-mail.

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Orientation

This course does not have a face-to-face orientation, but students will become familiar with the course, with the website, and with course requirements through an online orientation.

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Course Requirements

- Review the “[What you should know before you register](#)” section of the Distance Learning Homepage.
- Read the textbook as assigned each week. Essay questions on each chapter will be answered by students through the assignment section; answers should show substantive thought to and careful application of the techniques and concepts discussed in the text.
- Three of four oral presentations will be delivered in person on the dates indicated in the schedule. For the fall semester, the dates are 6/9, 7/7 and 7/21. One oral presentation will be delivered to an audience of your choice, the videotape of which will be submitted by mail.
- Regular chapter based quizzes will be given through the quiz section of the course website.
- Weekly discussion topics will be posted. Each student is required to participate in the online discussions.

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Texts and Materials

Required:

Lucas, Stephen. *The Art of Public Speaking, 9th Edition*. McGraw Hill.

- Buy your textbooks from our online [Bookstore](#), or visit our [Bookstore](#). ([Maps](#))

Technical Requirements and Plug-Ins:

Review the Technical Requirements link above. Use the Plug-Ins link above to download and install the following plug-ins which are required for this course:

- Internet Explorer
- PowerPoint Viewer, if you don't have the full version of Microsoft PowerPoint
- Word Viewer, if you don't have the full version of Microsoft Word [Top of Page](#)

If you have any questions or comments about this course, please send a message to Dorothy Harris, dharris@howardcc.edu

Last updated on 27-Feb-06 © Howard Community College, 2000

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