



# Alabama Community College System

## SPH 107 Fundamentals of Public Speaking

### **I. SPH 107 Fundamentals of Public Speaking– 3 Semester Hours**

### **II. Course Description**

This course explores principles of audience and environment analysis as well as the actual planning, rehearsing, and presenting of formal speeches to specific audiences. Historical foundations, communication theories, and student performances are emphasized.

### **III. Prerequisite**

None

### **IV. Textbook**

Due to the varied selection of quality college level textbooks, each college will select the textbook needed to meet the requirements of this course.

### **V. Course Objectives**

By the end of the course, students will be able to

1. construct (research, organize, outline) speeches for diverse audiences,
2. identify the basic elements of the speech-communication process,
3. demonstrate verbal and nonverbal speech delivery skills,
4. adapt to audiences and situations,
5. describe the historical tradition of rhetoric,
6. deliver informative, persuasive and special occasion speeches, and
7. develop listening and analytical skills.

### **VI. Course Outline of Topics**

1. Process of Public Speaking
  - a. Audience Analysis
  - b. Topic Selection and Development

- c. Research
  - d. Outline/Writing
  - e. Practice
  - f. Managing Speaking Anxiety
  - g. Presentation
  - h. Presentation Technology
2. Speech Communication Delivery Skills
    - a. Verbal
    - b. Nonverbal
  3. Strategies for Developing Speeches
    - a. Informative
    - b. Persuasive
    - c. Special Occasion

## **VII. Evaluation and Assessment**

Grades will be given based upon A = 90 – 100%, B = 80 – 89%, C = 70 – 79%, D = 60 – 69%, and F = below 60%.

## **VIII. Attendance**

Students are expected to attend all classes for which they are registered. Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from that class before poor attendance interferes with the student's ability to achieve the objectives required in the course. Withdrawal from class can affect eligibility for federal financial aid.

## **IX. Statement on Discrimination/Harassment**

It is the official policy of the Alabama Community College System and entities under its control, including all Colleges, that no person shall be discriminated against on the basis of any impermissible criterion or characteristic, including, without limitation, race, color, national origin, religion, marital status, disability, sex, age, or any other protected class as defined by federal and state law. (ACCS Policies 601.02 and 800.00)

## **X. Americans with Disabilities**

*The Rehabilitation Act* of 1973 (Section 504) and the *Americans with Disabilities Act* of 1990 state that qualified students with disabilities who meet the essential functions and academic requirements are entitled to reasonable accommodations. It is the student's responsibility to provide appropriate disability documentation to the College.