

Piedmont Technical College Course Syllabus

COURSE INFORMATION

Course Prefix/Number: SPC 205

Title: Public Speaking

Responsible Division: Arts and Sciences

Last Day to Withdraw from this Course: For the last date to withdraw from this course, consult the current *Student Calendar*.

Course Description:

For course, credit hour, pre-requisite(s) and co-requisite(s) information, visit the Detailed Course Information page: www.ptc.edu/courses/SPC205.

Textbook and Other Materials:

For textbook information and additional required and/or supplemental materials, visit the [college bookstore](http://www.ptc.edu/bookstore) (www.ptc.edu/bookstore).

Proctored Examinations:

Proctored examinations for distance learning courses taken at non-PTC campuses may require a proctoring fee for each exam taken.

COURSE POLICIES

Course policies are available online through the *Academic Catalog* and *Student Handbook*. Visit the [Course Policies page](http://www.ptc.edu/syllabus/policies) (www.ptc.edu/syllabus/policies) for a detailed list of important policies and more information.

GRADE POLICY

Detailed grading policy information can be found on the [Grading Policy webpage](http://www.ptc.edu/grading-policy) (<http://www.ptc.edu/grading-policy>). Final grade appeal information is available in the [Academic Catalog](http://www.ptc.edu/catalog/) (<http://www.ptc.edu/catalog/>).

ACCOMMODATIONS

Accommodations for ADA:

Information is available on the [Student Disability Services webpage](http://www.ptc.edu/ada) (<http://www.ptc.edu/ada>).

TITLE IX HARASSMENT AND SEXUAL ASSAULT INFORMATION

In accordance with Title IX of the Education Amendments of 1972, Piedmont Technical College does not discriminate on the basis of sex in its education programs or activities. Title IX protects students, employees, and applicants from sex discrimination in admissions and employment to include discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. More information regarding Title IX, including contact information for the Title IX coordinators, is available at [Title IX Harassment and Sexual Assault Information](https://www.ptc.edu/about/legal-disclosures/title-ix-harassment-and-sexual-assault-information) (<https://www.ptc.edu/about/legal-disclosures/title-ix-harassment-and-sexual-assault-information>).

RATIONALE

Why do I need this course?

The ability to communicate with spoken and written language is a uniquely human trait. Human babies first communicate their needs to parents by crying. Children add single words, short sentences, and then complete sentences to their vocabularies. By the time humans reach adulthood, much more sophisticated communications skills are demanded of us. We must be able to communicate in an appropriate manner with our employees, our peers, and our supervisors.

SPC 205 is designed to give the student experience with “real-life” speaking situations. You will find yourself having to give information about a subject, persuading others that your way is the best way, and discussing a problem with co-workers to come up with a workable solution.

PROGRAM INFORMATION

For program information including required courses, program learning outcomes, gainful employment information and advisement information, refer to the Academic Program webpage. Go to [Academics](#)

(<http://www.ptc.edu/academics>), select your program, and then select Credentials Offered.

COURSE STUDENT LEARNING OUTCOMES

Upon successful completion of this course and/or clinical, each student will be able to:

- Identify specific problems that often lead to failure in spoken communication.
- Listen actively and evaluate what others say according to specialized criteria.
- Utilize prescribed criteria to determine the speaker's credibility.
- Participate in problem-solving group discussions.
- Organize and deliver a researched informative speech, a process speech, a persuasive speech, and a group discussion speech that show clarity, conciseness, confidence, and poise.
- Use natural gestures, movements, and facial expressions while speaking.
- Prepare appropriate visual aids to accompany oral presentations.
- Present introductions which engage the attention of the audience, establish your credibility as a speaker, and indicate the direction of the speech.
- Present conclusions which effectively summarize ideas; offer conclusions based on the presented evidence, or challenge the audience to act; give conclusions which make the speech memorable and leave the audience in an appropriate frame of mind.
- Use transitions which make your thought patterns clear, provide clues to upcoming points, and review the previous points.
- Control the rate, tone, volume, and pitch of your voice.
- Enunciate words clearly and pronounce them correctly.
- Use language which is clear, vivid, precise, and appropriate to the occasion and purpose of the speech.
- Use standard American English grammar and usage in your speeches.
- Maintain eye contact with the audience.
- Effectively use outlining.

GENERAL EDUCATION COMPETENCIES

Piedmont Technical College General Education Competencies for All Graduates:

This course may address one or more of the following General Education Competencies (assessment will be stated when applicable):

Communicate effectively.

Assessment:

Communicate effectively through textbook readings with quizzes, writing speech outlines and notecards, delivering speeches, and listening to other speakers.

Apply mathematical skills appropriate to an occupation.

Assessment:

N/A

Employ effective processes for resolving problems and making decisions.

Assessment:

Deal effectively and appropriately with others in Group speaking situations.

Exhibit professionalism (for example, positive attitude, good work habits, code of ethics).

Demonstrate ability to function as an independent learner in appropriate career situations.

Recognize and apply methods of scientific inquiry.

Demonstrate the basic computer skills necessary to function in a technological world.

Assessment:

Word process outlines

To validate proficiency in the general education competencies, students in some programs will be tested using Work Keys.