

## COMMUNICATION 141X

### FUNDAMENTALS OF ORAL COMMUNICATION (PUBLIC CONTEXT)

Fall 2009

3 credits

**Days/Time/Location:** Meets M/W/F 2:15-3:15 in GRN 402

**Instructor:** Janejira Piyamahapong

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**Office Location:** 503H Gruening Building

**Office Hours:** T 9:00-10:00, W 10:00-11:00, F 11:00-12:00

#### **Brief Course Description:**

This course is an introduction to the skills of effective public presentations. It is designed to help you become more competent and comfortable in communicating in situations where you are responsible for sharing information with and persuading groups of other people. This is a skills development course **requiring** student participation and attendance. A significant part of your learning will come from observation of class presentations. Your presence in class is an essential component of your success and grade in this course, because class participation in discussions and activities is a required element of your grade. The important point to remember is that a skill takes time to develop properly. Each student must be prepared to spend time in class and outside class in the study and preparation of presentations.

THE COURSE SCHEDULE IS PROVIDED BELOW. THE FOLLOWING PAGES CONTAIN MORE INFORMATION ON THE NATURE OF THIS COURSE. YOU WILL BE EXPECTED TO KNOW ALL OF THE INFORMATION IN THIS SYLLABUS. BE SURE TO READ IT VERY CAREFULLY, TOGETHER WITH THE ASSIGNMENT DESCRIPTIONS IN THE SUPPLEMENTARY PACKET. YOU ARE RESPONSIBLE FOR ALL OF THIS INFORMATION, INCLUDING THE INFORMATION ON DEADLINES AND GRADING POLICIES.

**POLICY:** It is the policy of the Department of Communication that, due to the developmental nature of this class, students who are not present in the classroom during the first **OR** second day of the semester may be dropped from the class by the Instructor (wait listed students included).

Monday/Wednesday/Friday Course Schedule *Syllabus is subject to change*

Date	Assignment Due/Class Topic
September 4	Syllabus/Schedule/Introductions
September 9	Introductions/Diagnostic Presentations
September 11	Diagnostic Presentations

<b>Date</b>	<b>Assignment Due/Class Topic</b>
September 14	Diagnostic Presentations & Chapters 1, 4, 23
September 16	Expectations and Grading Explanation
September 18	Chapters 2, 3 (Handouts and Discussion)
September 21	Chapters 5, 6, 7, 8 (Competency 1)
September 23	Chapters 9, 13, 18 (Competency 2) In class assignment-prepare thesis
September 25	Chapters 15, 16, 21 (Competency 3) In class assignment-prepare main points
September 28	Chapter 10, 12, 14 (Competency 4) In class assignment transitions, summary, and final statements
September 30	Chapters 17, 19 (Competency 5) APA Bias Free Language Appendix V in Supplementary Packet
October 2	Chapters 24, 25, 26 (Competency 6, 7 & 8)
October 5	Chapter 11 Outlining & Note cards
October 7	Outlining Assignment-In Class
October 9	Individual Presentations
October 12	Individual Presentations
October 14	Individual Presentations
October 16	<b>MIDTERM-Eight Competencies</b>
October 19	Chapter 27
October 21	Chapter 27 Continued
October 23	Visual Aid Presentations
October 26	Visual Aid Presentations
October 28	Visual Aid Presentations
October 30	Visual Aid Presentations
November 2	Chapter 20 + Handouts
November 4	Chapter 22 (Persuasive Topics Due)
November 6	Chapter 28 (Individual In Class meetings with me regarding topics selected)
November 9	Chapter 29 (Outlines Due)
November 11	1 <sup>st</sup> Persuasive Presentations
November 13	1 <sup>st</sup> Persuasive Presentations
November 16	1 <sup>st</sup> Persuasive Presentations
November 18	1 <sup>st</sup> Persuasive Presentations
November 20	Introduction to Communication & Discipline; Diversity
November 23	Diversity
November 25	In Class Work Day-Research/Library Time
November 27	NO CLASS-Thanksgiving break
November 30	In Class Work Day
December 2	In Class Work Day-Review Persuasive Presentations
December 4	2 <sup>nd</sup> Persuasive Presentations
December 7	2 <sup>nd</sup> Persuasive Presentations
December 9	2 <sup>nd</sup> Persuasive Presentations
December 11	2 <sup>nd</sup> Persuasive Presentations
December 14	Review for Final
December 16-19	<b>Final Exam</b>

