



Purpose: It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

Course Title – INTRODUCTION TO SPEECH COMMUNICATION

Course Prefix and Number – SPCH 1311

Department - SPEECH

Division - CFA

Course Type: (check one)

- Academic General Education Course (from ACGM – but not in WCJC Core)
- Academic WCJC Core Course
- WECM course (This course is a Special Topics or Unique Needs Course: Y or N)

Semester Credit Hours # : Lecture hours# : Lab/other hours # 3:3:0

Equated Pay hours for course - 3

Course Catalog Description – Theories and practice of communication in interpersonal, small group, and public speech. A preliminary introduction to basic spoken communication techniques and practice, recommended for Developmental Studies. Type: Acad

List Lab/ Other Hours
Lab Hours 0
Clinical Hours 0
Practicum Hours 0
Other (list)

Prerequisites/Co requisites – THEA reading requirement met or concurrent enrollment in READ 0306 or READ 0307.

Approvals – the contents of this document have been reviewed and are found to be accurate.

Prepared by	Signature	Date
Department Head <i>[Signature]</i>	Signature	Date
Division Chair PAUL J. SPERMAN	Signature <i>[Signature]</i>	Date 3/24/10
Vice President of Instruction or Dean of Vocational Instruction T. PATR	Signature <i>[Signature]</i>	Date 3-21-10



I. Topical Outline – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non lecture instruction):

Basic communication theory and practice:

- Elements of Public Speaking
- Listening Skills
- Effective speech delivery
- Audience analysis
- Overcoming communication apprehension
- Organizational patterns, outlining
- Language, vocabulary, presentation techniques

II. Course Learning Outcomes

Course Learning Outcome	Method of Assessment
1. Understand and focus on overcoming communication apprehension 2. Display good listening techniques 3. Identify elements of audience analysis 4. Apply basic methodologies of an effective public speaker 5. Able to effectively organize speech content 6. Able to effectively deliver a public speech	Students will prepare four to five oral presentations, either individually or as group projects, after studying speech apprehension, language and vocabulary for public speaking, and appropriate communication strategies.

III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.

IV. Suggested Course Maximum - 20

V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.
none

VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course Standard grading of oral speeches, group projects, and papers

VII. Curriculum Checklist

- **Academic General Education Course** (from ACGM – but not in WCJC Core)
No additional documentation needed

- **Academic WCJC Core Course**
Attach the Core Curriculum Checklist, including the following:

- Basic Intellectual Competencies
- Perspectives
- Exemplary Educational Objectives

- **WECM Courses**
If needed, revise the Program SCANS Matrix & Competencies Checklist.