

# COMM R101: INTRODUCTION TO ORAL COMMUNICATION

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**Originator**

aedwards

**Co-Contributor(s)**
**Name(s)**

Fulkerson, Marcia (mfulkerson)

**College**

Oxnard College

**Discipline (CB01A)**

COMM - Communication Studies

**Course Number (CB01B)**

R101

**Course Title (CB02)**

Introduction to Oral Communication

**Banner/Short Title**

Intro to Oral Communication

**Credit Type**

Credit

**Start Term**

Fall 2021

**Catalog Course Description**

This course provides training and practice in basic principles of effective oral communication through participation in public speaking, group discussion, and oral reading. It emphasizes being at ease in front of, and with, a group, and developing constructive attitudes, organized thinking, proper use of voice and body, and critical listening. C-ID: COMM 110.

**Taxonomy of Programs (TOP) Code (CB03)**

1506.00 - Speech Communication

**Course Credit Status (CB04)**

D (Credit - Degree Applicable)

**Course Transfer Status (CB05) (select one only)**

A (Transferable to both UC and CSU)

**Course Basic Skills Status (CB08)**

N - The Course is Not a Basic Skills Course

**SAM Priority Code (CB09)**

E - Non-Occupational

**Course Cooperative Work Experience Education Status (CB10)**

N - Is Not Part of a Cooperative Work Experience Education Program

**Course Classification Status (CB11)**

Y - Credit Course

**Educational Assistance Class Instruction (Approved Special Class) (CB13)**

N - The Course is Not an Approved Special Class

**Course Prior to Transfer Level (CB21)**

Y - Not Applicable

**Course Noncredit Category (CB22)**

Y - Credit Course

**Funding Agency Category (CB23)**

Y - Not Applicable (Funding Not Used)

**Course Program Status (CB24)**

1 - Program Applicable

**General Education Status (CB25)**

Y - Not Applicable

**Support Course Status (CB26)**

N - Course is not a support course

**Field trips**

May be required

**Faculty notes on field trips; include possible destinations or other pertinent information**

Students may attend a live speaking event to critique public speaking.

**Grading method**

Letter Graded

**Does this course require an instructional materials fee?**

No

**Repeatable for Credit**

No

**Is this course part of a family?**

No

**Units and Hours**

**Carnegie Unit Override**

No

**In-Class**

**Lecture**

**Minimum Contact/In-Class Lecture Hours**

52.5

**Maximum Contact/In-Class Lecture Hours**

52.5

**Activity**

**Laboratory**

**Total in-Class**

**Total in-Class**

**Total Minimum Contact/In-Class Hours**

52.5

**Total Maximum Contact/In-Class Hours**

52.5

**Outside-of-Class**

**Internship/Cooperative Work Experience**

**Paid**

**Unpaid**

**Total Outside-of-Class**

**Total Outside-of-Class**

**Minimum Outside-of-Class Hours**

105

**Maximum Outside-of-Class Hours**

105

**Total Student Learning**

**Total Student Learning**

**Total Minimum Student Learning Hours**

157.5

**Total Maximum Student Learning Hours**

157.5

**Minimum Units (CB07)**

3

**Maximum Units (CB06)**

3

**Advisories on Recommended Preparation**

ENGL R101

**Requisite Justification**

**Requisite Type**

Advisory

**Requisite**

ENGL R101

**Requisite Description**

Course not in a sequence

**Level of Scrutiny/Justification**

Content review

**Student Learning Outcomes (CSLOs)**

**Upon satisfactory completion of the course, students will be able to:**

- 1 Write a complete speech outline
- 2 Use voice, body movement, and eye contact appropriately to deliver an extemporaneous speech
- 3 Students will demonstrate their active and analytical listening skills
- 4 Create an outline and deliver and informative speech

**Course Objectives**

**Upon satisfactory completion of the course, students will be able to:**

- 1 Use proper delivery techniques in speeches
- 2 Use proper vocal range during speeches
- 3 Use proper hand gestures during speeches
- 4 Use authoritative source materials properly in speeches
- 5 Deliver a well-organized speech including an introduction, body, and conclusion
- 6 Evaluate their own progress in public speaking

7	Clearly convey a specific message in a public venue
8	Explain the basic principles of human communication
9	Analyze their communication situation, audience, occasion, purpose, and selection of subject matter
10	Demonstrate that they are careful and critical thinkers and communicators, both as speakers and as listeners
11	Explain their relationship and ethical responsibilities to others involved in the communication transaction
12	Formulate speeches through research, analysis, and organization of research material

## Course Content

### Lecture/Course Content

1. Principles of human communication
2. Theory and techniques of public speaking in society
  - a. Verbal communication
  - b. Nonverbal communication
  - c. Listening
  - d. Selecting a topic and purpose
  - e. Small group communication
  - f. Use of language
  - g. Use of technology
  - h. Research techniques
  - i. Evaluation of communication effectiveness
3. Critical analysis of public discourse
4. Types of public speaking
  - a. Introduction/Narrative
  - b. Informative and/or Demonstration
  - c. Persuasive
  - d. Oral interpretation
  - e. Impromptu
  - f. Special occasion
  - g. Off-campus speech such as a city council meeting
5. Elements of public speaking
  - a. Ethics and diversity
  - b. Organization of a speech
  - c. Preparation of a speech
  - d. Audience analysis
  - e. Analyze communication situation
  - f. Occasion of the speech
  - g. Purpose of the speech
  - h. Delivery

### Laboratory or Activity Content

None

## Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Skills demonstrations  
Written expression

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Essays  
Group projects  
Individual projects  
Journals  
Oral analysis/critiques  
Objective exams  
Oral presentations  
Quizzes

Reports/papers  
 Research papers  
 Skills demonstrations

## **Instructional Methodology**

### **Specify the methods of instruction that may be employed in this course**

Computer-aided presentations  
 Collaborative group work  
 Class activities  
 Class discussions  
 Case studies  
 Distance Education  
 Demonstrations  
 Field trips  
 Group discussions  
 Guest speakers  
 Instructor-guided interpretation and analysis  
 Instructor-guided use of technology  
 Internet research  
 Lecture  
 Small group activities

### **Describe specific examples of the methods the instructor will use:**

1. Instructor and peer criticism of student speeches in written and oral formats to indicate areas of achievement and needs for improvement
2. Student engagement in group interactions to develop verbal and nonverbal communication skills
3. In-class analysis of professional speakers in live or mediated formats
4. Discussion, lecture, and media analysis of audiences from the perspective of speaker and listener
5. In-class analysis of language to develop awareness of diversity and equality
6. Student note taking of classroom lectures and speeches to develop critical listening and thinking skills
7. Instructor demonstration of effective nonverbal communication skills for students to analyze in written and oral formats to improve use of nonverbal communication during public speaking
8. Student analysis of their own speeches in written and oral formats

## **Representative Course Assignments**

### **Writing Assignments**

1. Written speech outlines to demonstrate purpose, organization, and research techniques (graded using speech rubric)
2. Live speech presentations will be graded based on demonstrated student understanding of communication theory (graded based on written response papers)
3. Reading quizzes and/or exams covering material from assigned readings (example: one question will ask students to identify the visual delivery techniques used in effective speech making)
4. Self-evaluation essays analyzing their recorded live speech performances
5. Written evaluations of live performances on campus
6. Written evaluations of live performances off-campus

### **Critical Thinking Assignments**

1. Review selections in assigned text (sample: the section titled "Speakers who make a difference")
2. Review and analyze research materials from the library and online
3. Analyze published speeches such as "I Have a Dream" by Martin Luther King Jr. or President Obama's Inaugural Address.
4. Participation in the campus intramural speech tournament
5. Observation and analyze of speakers participating in the college intramural speech tournament

### **Reading Assignments**

1. Selections in assigned text (sample: the section titled "Speakers who make a difference")
2. Research materials from the library and online
3. Published speeches such as "I Have a Dream" by Martin Luther King Jr.

### **Skills Demonstrations**

1. Students will present live speech presentations
2. Students will demonstrate verbal communication skills

3. Students will demonstrate nonverbal communication
4. Students will demonstrate use of strong listening skills

**Other assignments (if applicable)**

1. Participation in the campus intramural speech tournament
2. Observation of speakers participating in the college intramural speech tournament

**Outside Assignments**

**Representative Outside Assignments**

1. Students will research for their public speeches
2. Students will write the speech outline
3. Students will practice for their speeches
4. Students will review their speeches on video
5. Students will watch mediated speeches and write essays
6. Students will read assigned readings and respond in essays, handouts, or oral critiques

**Articulation**

**C-ID Descriptor Number**

COMM 110

**Status**

Approved

**Comparable Courses within the VCCCD**

COMM M01 - Public Speaking

COMM V01 - Introduction to Speech Communication

**District General Education**

- A. Natural Sciences**
- B. Social and Behavioral Sciences**
- C. Humanities**
- D. Language and Rationality**
- E. Health and Physical Education/Kinesiology**
- F. Ethnic Studies/Gender Studies**

**CSU GE-Breadth**

- Area A: English Language Communication and Critical Thinking**
- Area B: Scientific Inquiry and Quantitative Reasoning**
- Area C: Arts and Humanities**
- Area D: Social Sciences**
- Area E: Lifelong Learning and Self-Development**

**CSU Graduation Requirement in U.S. History, Constitution and American Ideals:**

**IGETC**

- Area 1: English Communication**
- Area 2A: Mathematical Concepts & Quantitative Reasoning**
- Area 3: Arts and Humanities**
- Area 4: Social and Behavioral Sciences**
- Area 5: Physical and Biological Sciences**
- Area 6: Languages Other than English (LOTE)**

**Textbooks and Lab Manuals**

**Resource Type**

Textbook

**Description**

Lucas, S. (2020). *The Art of Public Speaking*. New York, NY. McGraw Hill.

**Resource Type**

Other Resource Type

**Description**

Texts of famous speeches such as "I Have a Dream" by Martin Luther King Jr..

**Resource Type**

Other Resource Type

**Description**

Speeches such as President Obama's Inauguration Speech of 2009.

**Resource Type**

Other Instructional Materials

**Description**

Open Educational Resources

**Library Resources****Assignments requiring library resources**

Informative and Persuasive speech research materials for written and oral speech outlines

**Sufficient Library Resources exist**

Yes

**Distance Education Addendum****Definitions****Distance Education Modalities**

Hybrid (51%–99% online)

Hybrid (1%–50% online)

100% online

**Faculty Certifications**

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.

Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.

Yes

**Regular Effective/Substantive Contact****Hybrid (1%–50% online) Modality:**

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Students will review a speech and have a discussion
Other DE (e.g., recorded lectures)	Students will watch and respond to recorded lectures

**Hybrid (51%–99% online) Modality:**

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Students will review a speech and have a discussion
Other DE (e.g., recorded lectures)	Students will watch and respond to recorded lectures
Synchronous Dialog (e.g., online chat)	Students will have online chats
Video Conferencing	Meetings in real time to practice speeches through conference platform
Other DE (e.g., recorded lectures)	Some speeches conducted remotely



**100% online Modality:**

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Students will review a speech and have a discussion
Other DE (e.g., recorded lectures)	Students will watch and respond to recorded lectures
Synchronous Dialog (e.g., online chat)	Students will have online chats
Video Conferencing	Meetings in real time to practice speeches through conference platform
Other DE (e.g., recorded lectures)	All speeches conducted remotely
Other DE (e.g., recorded lectures)	Group speech projects
Other DE (e.g., recorded lectures)	Speech practice sessions in breakouts

**Examinations**

**Hybrid (1%–50% online) Modality**

Online

**Hybrid (51%–99% online) Modality**

Online

**Primary Minimum Qualification**

COMMUNICATION STUDIES/SPEECH

**Review and Approval Dates**

**Department Chair**

04/03/2020

**Dean**

04/03/2020

**Technical Review**

04/22/2020

**Curriculum Committee**

04/22/2020

**Curriculum Committee**

5/13/2020

**CCCCO**

MM/DD/YYYY

**Control Number**

CCC000213747

**DOE/accreditation approval date**

MM/DD/YYYY