



**Public Speaking for Women  
CEWM5262  
New Orleans Baptist Theological Seminary  
Discipleship and Ministry Leadership Division  
October 15-19, 2018**

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### **Mission Statement**

The mission of New Orleans Baptist Theological Seminary is to equip leaders to fulfill the Great Commission and the Great Commandments through the local church and its ministries.

### **Core Value Focus**

The seminary has five core values: Doctrinal Integrity, Spiritual Vitality, Mission Focus, Characteristic Excellence, and Servant Leadership. The core value focus for this academic year is Doctrinal Integrity: Knowing that the Bible is the Word of God, we believe it, teach it, proclaim it, and submit to it. The doctrinal statements used in our evaluations are our Articles of Religious Belief and the Baptist Faith and Message Statement.

### **Curriculum Competencies**

All graduates of NOBTS are expected to have at least a minimum level of competency in each of the following areas: Biblical Exposition, Christian Theological Heritage, Disciple Making, Interpersonal Skills, Servant Leadership, Spiritual and Character Formation, and Worship Leadership. The curriculum competencies addressing in this course are: Biblical Exposition and Christian Theological Heritage.

### **Course Description**

This course is designed to provide information, observation, and application of public speaking techniques to enhance the communication skills of women in life and ministry. In addition, presentations will be made to practice public speaking and receive evaluation feedback.

### **Student Learning Outcomes**

At the conclusion of the semester, the student will:

1. Explore public speaking techniques for a variety of contexts through the textbook and class discussions.
2. Understand basic principles of the total communication process through the textbook and class discussions.
3. Assess the public speaking of others in order to improve personal communication through the Speech Evaluation.
4. Practice various aspects of public speaking through Public Presentations during the course.

5. Apply public speaking principles in life and ministry through the class discussions and book review.

### **Textbooks**

The following texts and resources are required reading for class discussions and are to be read in their entirety unless otherwise specified.

1. Kelley, Rhonda Harrington and Monica Rose Brennan. *Talking is a Gift: Communication Skills for Women*. Nashville: B&H Publishing Group, 2014. ISBN: 978-1-4336-9085
2. Kent, Carol. *Speak Up With Confidence: A Step-by-Step Guide for Speakers and Leaders*. Colorado Springs: NavPress, 2007. ISBN: 1600061443

### **Course Teaching Methodology**

The course will involve the following methodologies: lecture and interactive discovery-learning and will be offered on the main campus during a three-day academic workshop.

### **Course Requirements**

1. Students will attend class. Seminary policy states that a student may not miss any class due to the short length of the workshop.
2. Students will read the assigned textbook and provide a written statement of completion due four weeks after class.
3. Students will make four public presentations during class.

#### *Public Presentations*

Each student will be required to make four public presentations during the class. The presentations will be evaluated by the professors and class members. The presentations include the following:

Scripture Reading - Select a brief passage of scripture and read with expression (1-2 minutes only).

Announcements - Present announcements from your church or women's ministry. Make them brief and interesting (1-2 minutes only).

Introduction - Introduce a classmate who will be giving a devotional (1-2 minutes only).

Devotional - Share a brief inspirational thought or personal testimony (3-5 minutes only).

A sign-up sheet will be circulated at the beginning of class to determine the order of the presentations.

4. Students will complete two speech evaluations examining the public speaking skills of another person.

#### *Speech Evaluation*

Each student will utilize the Speech Evaluation Form to carefully examine the public speaking style of another person outside of class. Circle specific ratings and make additional comments. Evaluating the speech of others should help you improve your own skills. The Speech Evaluation Form is due four weeks after class. Mail the completed Speech Evaluation Form to Dr. Rhonda Kelley, NOBTS, 3939 Gentilly Blvd., New Orleans, LA 70126 or email to [rkelley@nobts.edu](mailto:rkelley@nobts.edu).

5. Students will write a book review of the required textbook. The review is due no later than four weeks after the class.

#### *Book Review*

The book review should be eight-to-ten pages typed (double spaced) and should include the following section headings:

- Bibliographical Information  
(Author, title, place of publication, publisher, date of publication)
- Purpose of the Book  
(Check forward, introduction, and first few pages for stated purpose)
- Summary of Content  
(Brief description of main ideas)
- Organization and Content  
(Clarity, writing style, readability)
- Evaluation  
(Accomplishment of purpose, weaknesses, strengths, usefulness of book)

6. Students will complete a take-home final examination due four weeks after the class.

Mail the textbook reading statement, speech evaluation, and book review to Dr. Rhonda Kelley, N.O.B.T.S., 3939 Gentilly Blvd., New Orleans, LA 70126 or email all assignments to [rkelley@nobts.edu](mailto:rkelley@nobts.edu) no later than four weeks after the class. Requirements must be received by the end of each semester or the student will receive a course grade of an "F".

## Evaluation of Grade

This course will follow the grading system for the Graduate School.

A = 93-100	25% = 4 Public Presentations
B = 85-92	25% = 2 Speech Evaluations
C = 77-84	25% = 1 Book Review
D = 70-76	25% = Take-Home Final Examination
F = 69 and below	

## Technical Assistance

For assistance regarding technology, consult ITC (504.816.8180) or the following websites:

1. [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support request with the Selfsserve.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
2. [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System NOBTS.Blackboard.com.
3. [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) – email for general technical questions/support requests.
4. [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.

## Reading Assignments

Students are responsible for completing all reading assignments.

## Classroom Parameters

Utilize laptops and other technology for class purposes.

Respect the professor and other members of the class.

Maintain confidentiality when someone shares personal information.

Participate in class and group discussions.

## Academic Policies

Academic policies related to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: [New Orleans Baptist Theological Seminary Graduate Catalog](#).

## Policy for Graduating Seniors

Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

## Netiquette

Netiquette refers to appropriate online behavior in Blackboard or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote

learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

### **Academic Honesty Policy**

All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

### **Help for Writing Papers at "The Write Stuff"**

NOBTS maintains a Writing Center designed to improve English writing at the graduate level. Students can receive writing tips, and valuable information to help in become a better writer.

### **Plagiarism on Written Assignments**

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties and policies associated with plagiarism are clearly defined.

## **Course Schedule**

### **First Day**

Monday, 1:00-4:00 p.m.

Welcome/Orientation/Registration  
Mixer/Introductions  
The Communication Process (Part I)  
The Communication Process (Part II)

Monday, 6:00-9:00 p.m.

Prayer Time  
Hearing and Listening  
Devotion and Discipline

### **Second Day**

Tuesday, 9:00 a.m.-12:00 noon

Praise and Worship  
Speech Preparation  
Speech Delivery

Tuesday, 1:00-4:00 p.m.

Anxiety and Fear  
Drama and Oral Interpretation

### **Third Day**

Wednesday, 9:00 a.m.-12:00noon

Prayer Time  
Public Presentations (Scripture Readings)  
Speech and Voice

Wednesday, 1:00-4:00 p.m.

Microphones and Media  
Speech Evaluation Video

### **Fourth Day**

Thursday, 9:00 a.m.-12:00noon

Praise and Worship  
Public Presentations (Announcements)  
Gender Communication

Thursday, 1:00-4:00 p.m.

Nonverbal Communication  
Becoming the Speaker God Wants You to Be

### **Fifth Day**

Friday, 9:00 a.m.-12:00 p.m.

Prayer Time  
Public Presentations (Introductions and Devotionals)  
Conclusion/Commitment Time

### **Selected Bibliography**

Axtell, Roger E. *Do's and Taboos of Public Speaking*. New York: John Wiley & Sons, 1992.

Beatty, Christopher. *Maximum Vocal Performance*. Nashville, TN: Star Song Publishing Group, 1992.

\_\_\_\_\_. *Vocal Workout*. Nashville, TN: Star Song Publishing Group, 1992.

Brown, Stephen W. *How to Talk So People Will Listen*. Grand Rapids, MI: Baker Books, 2014.

Capp, Glenn R., Carol C. Capp, and G. Richard Capp, Jr. *Basic Oral Communication* (5th edition). Englewood Cliffs, NJ: Prentice Hall, 1990.

Cooper, Morton. *Winning with Your Voice*. Hollywood, FL: Fell Publishers, Inc. 1990.

Decker, Bert. *Communicating with Bold Assurance*. Nashville, TN: LifeWay Press, 2000.

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Duduit, Michael, ed. *Communicate With Power: Insights From America's Top Communicators*. Grand Rapids, MI: Baker Books, 1998.

Ellison, Edna and Linda J. Gilden. *Called to Speak: Practical Tips for Women's Ministry Speakers and Teachers*. Birmingham, AL: New Hope Publishers, 2017.

Engel, James F. *Contemporary Christian Communications: Its Theory and Practice*. Nashville: Thomas Nelson, 1979.

Gangel, Kenneth O. and Samuel L. Canine. *Communication and Conflict Management: In Churches and Christian Organizations*. Nashville, TN: Broadman Press, 1992.

- Glass, Lillian. *Say I . . . Right: How to Talk in Any Social or Business Situation*. New York: Perigee Books, 1991.
- \_\_\_\_\_. *Talk to Win: Six Steps to a Successful Vocal Image*. New York: Perigee Books, 1981.
- Griffin, Em. *The Mind Changers: The Art of Christian Persuasion*. Wheaton, IL: Tyndale House Publishers, 1976.
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- Litfin, Duane. *Public Speaking: A Handbook for Christians* (2nd ed.). Grand Rapids, MI: Baker Books House, 1992.
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- \_\_\_\_\_. *Talking So People Will Listen*. Ann Arbor, MI: Servant Publications, 1998.

- McCloskey, David Blair. *Your Voice At Its Best. Plymouth.* MA: The Memorial Press, 1975.
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- Monroe, Alan H. *Principles and Types of Speech.* Chicago: Scott, Foresman and Company, 1962.
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- Schultze, Quentin J. *An Essential Guide to Public Speaking: Serving Your Audience with Faith, Skill, and Virtue.* Grand Rapids, MI: Baker Academic, 2006.
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- \_\_\_\_\_. *You Just Don't Understand: Women and Men in Conversation.* New York: Ballantine Books, 1990.
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## Student Services

*This is a partial list of NOBTS student services available to all students, no matter your delivery system or location. If you have questions or do not see what you need here, please refer to [www.nobts.edu/student-services](http://www.nobts.edu/student-services), email us at [studentservices@nobts.edu](mailto:studentservices@nobts.edu), or call the Dean of Students office at 800-662-8701, ext. 3283. We are glad to assist you!*

Need	Email	Phone	Web Page
Advising – Graduate Program	<a href="mailto:studentservices@nobts.edu">studentservices@nobts.edu</a>	504.282.4455 x3312	<a href="http://www.nobts.edu/registrar/default.html#advising">www.nobts.edu/registrar/default.html#advising</a>
Advising – Undergraduate Program	<a href="mailto:lcadminasst@nobts.edu">lcadminasst@nobts.edu</a>	504.816.8590	<a href="http://www.nobts.edu/LeavellCollege">www.nobts.edu/LeavellCollege</a>
Church Minister Relations (for ministry jobs)	<a href="mailto:cmr@nobts.edu">cmr@nobts.edu</a>	504.282.4455 x3291	<a href="http://www.nobts.edu/CMR">www.nobts.edu/CMR</a>
Financial Aid	<a href="mailto:financialaid@nobts.edu">financialaid@nobts.edu</a>	504.282.4455 x3348	<a href="http://www.nobts.edu/financialaid">www.nobts.edu/financialaid</a>
PREP (help to avoid student debt)	<a href="mailto:Prepassistant1@nobts.edu">Prepassistant1@nobts.edu</a>	504.816.8091	<a href="http://www.nobts.edu/prep">www.nobts.edu/prep</a>
Gatekeeper NOBTS news	<a href="mailto:pr@nobts.edu">pr@nobts.edu</a>	504.816.8003	<a href="http://nobtsgatekeeper.wordpress.com">nobtsgatekeeper.wordpress.com</a>
Information Technology Center	<a href="mailto:itcsupport@nobts.edu">itcsupport@nobts.edu</a>	504.816.8180	<a href="http://selfserve.nobts.edu">selfserve.nobts.edu</a>
Help with Blackboard	<a href="mailto:blackboardhelpdesk@nobts.edu">blackboardhelpdesk@nobts.edu</a>	504.816.8180	<a href="http://nobts.blackboard.com">nobts.blackboard.com</a>
Library	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/Library">www.nobts.edu/Library</a>
Online library resources	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/research-links/default.html">http://www.nobts.edu/research-links/default.html</a>
Writing and Turabian style help	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/writing/default.html">http://www.nobts.edu/writing/default.html</a>
Guest Housing (Providence Guest House)	<a href="mailto:ph@nobts.edu">ph@nobts.edu</a>	504.282.4455 x4455	<a href="http://www.provhouse.com">www.provhouse.com</a>
Student Counseling	<a href="mailto:lmccc@nobts.edu">lmccc@nobts.edu</a>	504.816.8004	<a href="http://www.nobts.edu/student-services/counseling-services.html">www.nobts.edu/student-services/counseling-services.html</a>
Women’s Programs	<a href="mailto:womensacademic@nobts.edu">womensacademic@nobts.edu</a>	504.282.4455 x3334	<a href="http://www.nobts.edu/women">www.nobts.edu/women</a>

For additional library resources in your state, check <http://www.nobts.edu/library/interlibrary-loan.html>

- GALILEO for Georgia students
- LALINC for Louisiana students
- Florida Virtual Library (<http://www.flelibrary.org/>) for Florida students
- Interact with us online at –



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