



Public Speaking for Women CEWM 5262

Christian Education Division

August 1-5, 2016

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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.

Purpose of the Course

The purpose of this course is 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.

Core Values

The seminary has five core values. The core value focus for 2015-2016 is *Mission Focus*: We are not here merely to get an education or to give one. We are here to change the world by fulfilling the Great Commission and the Great Commandments through the local church and its ministries. This course supports the five core values of the seminary.

Curriculum Competencies Addressed

NOBTS faculty members realize that all ministers need to develop specific competencies if they are going to have an effective ministry. To increase the likelihood of NOBTS graduates having an effective ministry, the faculty developed a competency-based curriculum after identifying seven essential competencies necessary for effective ministry. All graduates are expected to have at least a minimum level of competency in all of the following seven areas:

Biblical Exposition: To interpret and communicate the Bible accurately.

Christian Theological Heritage: To understand and interpret Christian theological heritage and Baptist polity for the church.

Disciple Making: To stimulate church health through mobilizing the church for missions, evangelism, discipleship, and church growth.

Interpersonal Skills: To perform pastoral care effectively, with skills in communication and conflict management.

Servant Leadership: To serve churches effectively through their ministry.

Spiritual and Character Formation: To provide moral leadership by modeling and mentoring Christian character and devotion.

Worship Leadership: To facilitate worship effectively.

The curriculum competencies addressed in this course are: *Disciple Making, Interpersonal Skills, and Spiritual and Character Formation.*

Course Catalog 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

By the completion of this course, the student should be able to accomplish the following:

1. Explore public speaking techniques for a variety of contexts.
2. Understand basic principles of the total communication process.
3. Assess the public speaking of others in order to improve personal communication.
4. Practice various aspects of public speaking.
5. Apply public speaking principles in life and ministry.

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: Nav Press, 2007. ISBN: 1600061443

Course Requirements

1. Students will attend class as stated in the graduate catalog.
2. Students will attend two extra class sessions for graduate students to discuss pertinent ideas related to the topic.
3. Students will read the assigned textbooks and provide a written statement of completion.
4. 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 will include the following:

Scripture Reading - Select a brief passage of scripture and read with expression and clarity (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 give 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.

5. Students will complete two speech evaluations examining the public speaking skills of other people. Students should discuss what they learned personally about the presentation.

Speech Evaluation

Each student will utilize the Speech Evaluation Form to carefully examine the public speaking style of two people outside of class. Circle specific ratings and make additional comments. Evaluating the speech of others should help you improve your own skills.

6. Students will complete a take-home final examination.
7. Students will write one book review on the primary required textbook. The book review 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)

The book review should be eight-to-ten pages, typed double spaced following *A Manual for Writers of Term Papers, Theses, and Dissertations* by Kate Turabian, published by University of Chicago Press.

All assignments should be emailed four weeks after the class to Dr. Rhonda Kelley: rkelly@nobts.edu. Requirements must be received by the end of the semester or the student will receive a course grade of an "F." Students should notify the professor if assignments will be late and may request an incomplete in the course in case of emergency. See the graduate catalog for specific guidelines.

Course Evaluation

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

A = 93- 100	¼ = 4 Public Presentations
B = 85-92	¼ = 2 Speech Evaluations
C = 77-84	¼ = Take-home Final Examination
D = 70-76	¼ = 1 Book Review
F = Below 70	

Course Policies

Reading Assignments

Students are responsible for completing all reading assignments.

Professor's Policy on Late Assignments

All work is due on the assigned date in the syllabus. The grade for late assignments will automatically be reduced by a letter grade.

Professor's Availability and Assignment Feedback

The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 24-hour period of time. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Blackboard Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments. The student may also email the course grader with questions regarding grading.

Help for Writing Papers at "The Write Stuff"

This is the official NOBTS Writing Center online help site for writing academic papers and essays. <http://www.nobts.edu/writing/default.html> You will discover writing guides, tips, and valuable information to help you become a better writer. Go here for Turabian and APA style helps and guidelines. You will also find language fonts for Greek and Hebrew.

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.

Plagiarism on Written Assignments

NOBTS has a no tolerance policy for plagiarism. Please be aware that plagiarism in certain cases may result in expulsion from the seminary. Refer to the NOBTS Student Handbook <http://www.nobts.edu/resources/pdf/student-services/NOBTSHandbook.pdf> where the definition, penalties and policies associated with plagiarism are clearly defined.

Classroom Parameters

Please arrive on time.
Turn off cell phones. Utilize laptops and other technology for class purposes only.
Respect the professor and other members of the class.
Maintain confidentiality when someone shares personal information.
Participate in class and group discussions.

Extra Credit

The policy for extra credit in this course is made in collaboration with the professor.

Blackboard and ITC Technical Support

Blackboard is the instructional platform used in this class. Please make sure that your contact information is accurate and up-to-date. If you need assistance, please contact the Information Technology Center (Hardin Student Center 290 or call **504.816.8180**). Here are other helpful links to ITC assistance. Selfserve@nobts.edu - Email for technical questions/support request for help with the site (Access to online registration, financial account, online transcript, etc.) BlackboardHelpDesk@nobts.edu - Email for technical questions/support requests with the NOBTS Blackboard System. For Student Assistance in using Blackboard, visit: [Student Bb Help](#). ITCSupport@nobts.edu - for general technical questions/support requests. www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website.

Academic Policies

Academic policies relate 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.

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.

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.
- Dowis, Richard. *The Lost Art of the Great Speech*. AMACOM: New York, NY, 2000.
- 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.
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- Griffin, Em. *The Mind Changers: The Art of Christian Persuasion*. Wheaton, IL: Tyndale House Publishers, 1976.
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- Linver, Sandy. *Speakeasy: How to Talk Your Way to the Top*. New York: Summit Books, 1978.
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- McCloskey, David Blair. *Your Voice At Its Best*. Plymouth, MA: The Memorial Press, 1975.
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- Miller, Calvin. *The Empowered Communicator: 7 Keys to Unlocking an Audience*. Nashville: Broadman & Holman, 1994.
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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, email us at 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	studentservices@nobts.edu	504.282.4455 x3312	www.nobts.edu/registrar/default.html#advising
Advising – Undergraduate Program	lcadminasst@nobts.edu	504.816.8590	www.nobts.edu/LeavellCollege
Church Minister Relations (for ministry jobs)	cmr@nobts.edu	504.282.4455 x3291	www.nobts.edu/CMR
Financial Aid	financialaid@nobts.edu	504.282.4455 x3348	www.nobts.edu/financialaid
PREP (help to avoid student debt)	Prepassistant1@nobts.edu	504.816.8091	www.nobts.edu/prep
Gatekeeper NOBTS news	pr@nobts.edu	504.816.8003	nobtsgatekeeper.wordpress.com
Information Technology Center	itcsupport@nobts.edu	504.816.8180	selfserve.nobts.edu
Help with Blackboard	blackboardhelpdesk@nobts.edu	504.816.8180	nobts.blackboard.com
Library	library@nobts.edu	504.816.8018	www.nobts.edu/Library
Online library resources	library@nobts.edu	504.816.8018	http://www.nobts.edu/research-links/default.html
Writing and Turabian style help	library@nobts.edu	504.816.8018	http://www.nobts.edu/writing/default.html
Guest Housing (Providence Guest House)	ph@nobts.edu	504.282.4455 x4455	www.provhouse.com
Student Counseling	lmccc@nobts.edu	504.816.8004	www.nobts.edu/student-services/counseling-services.html
Women’s Programs	womensacademic@nobts.edu	504.282.4455 x3334	www.nobts.edu/women

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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