



COMC-103 – Presentation and Public Speaking

University Arts and Science

Effective Term & Year: Fall 2025

Course Outline Review Date: 2030-04-01

Program Area: Arts, Humanities, and Social Sciences

Description:

Students will develop confidence and proficiency in oral communication, learn to craft and deliver compelling presentations, speak persuasively in public forums, and effectively convey ideas to diverse audiences. The course emphasizes practical application, providing opportunities for students to practice and refine their public speaking skills and a variety of presentation tools in a supportive environment. This course serves as a cornerstone for developing professional communication skills that will benefit students throughout their academic journey and future careers.

Program Information:

This course is required for the Tourism Management program and is an elective for other programs.

Delivery Methods: On-campus (Face-to-Face), Online, Hybrid – On-campus (Face-to-Face) and Online

Credit Type: College of the Rockies Credits

Credits: 3

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	45

Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	
Co-op/Work Experience	
Other	
Total	45

Course Requisites:

None

Prior Learning and Recognition: Yes

Students are able to request formal recognition of their prior learning or experience outside the classroom. Challenge examination, portfolio-assisted assessment, work-based assessment or a combination of assessments that is appropriate to identify, assess, and recognize prior skills, competencies, and knowledge to achieve course credit. Tuition fees apply, refer to Policy [2.5.5 Prior Learning Assessment and Recognition \(PLAR\)](#) or contact an education advisor for more information.

Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see <https://www.bctransferguide.ca/> or <https://transferalberta.alberta.ca> . For more transfer credit information, please visit <https://www.cotr.bc.ca/Transfer>

All requests for course transfer credit from institutions in British Columbia or elsewhere should go to the College of the Rockies Enrollment Service office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date, the following textbooks were in use:

Tucker, B.; Barton, K.; Burger, A.; Drye, J. Hunsicker, C.; Mendes, A.; & LeHew, M., *Communication Open Textbooks: Exploring Public Speaking: 4th Edition*. (2019). <https://oer.galileo.usg.edu/communication-textbooks/1>

Instructor resources

Learning Outcomes:

Upon the successful completion of this course, students will be able to:

- create effective presentations for various business contexts;
 - utilize visual aids and technology to enhance communication;
 - employ techniques to manage public speaking anxiety;
 - adapt communication styles for different audiences and purposes;
 - demonstrate critical listening and feedback skills; and
 - apply persuasive speaking strategies in professional settings.
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Course Topics:

1. Effective verbal and non-verbal communication
 1. Clear and concise articulation of ideas
 2. Appropriate language, tone, gestures, and facial expressions to match audience and context
 3. Awareness and adjustment of presentation based on verbal and non-verbal cues from listeners/audience
 2. Audience-centered communication
 1. Assessment of audience needs and expectations
 2. Presentations based on audience feedback/reactions (flexibility and adaptability)
 3. Persuasiveness
 1. Strategies to persuade and motivate
 4. Preparation of presentation, and delivery
 1. Logical structure and organization of presentations
 2. Research strategies
 3. Visual aids
 5. Active listening and responsive communication
 1. Active listening to foster understanding, collaboration, and trust
 2. Feedback and constructive criticism
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Evaluation and Assessments

Assessment Type: On-Campus (face-to-face) and Online, or Hybrid

Assessment Type	% of Total Grade
Presentations	60%
Peer Feedback	15%
Reflection & Analysis	25%

TOTAL

100%

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=90	89-85	84-80	79-76	75-72	71-68	67-64	63-60	59-55	54-50	<50

Evaluation Notes: A grade of “D” grants credit, but may not be sufficient as a prerequisite for sequential courses.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a “0” on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.1.4 Course Audit
- Policy 2.4.1 Credential Framework
- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Rights, Responsibilities and Conduct
- Policy 2.4.8 Academic Performance
- Policy 2.4.9 Student Feedback and Concerns
- Policy 2.4.11 Storage of Academic Works
- Policy 2.5.3 Student Appeal
- Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR)

Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.

