

Course title: Public Speaking

Course number: COM 173

Credits: 3 Semester Hours

Prerequisite: None Co-requisite: ENG 100

Grading: A (94-100), A-(90-93), B+(87-89), B (83--86), B-(80-82), C+(77-79), C (73-76), C-(70-72), D+ (67-69), D(63-66), F (below 63).

Course Description

Students will learn the fundamentals of speech communication. They will learn to deliver, discuss, and respond to presentations of increasing complexity. Emphasis will be placed on organization, analysis, and elements of speech delivery, including effective verbal and non-verbal aspects of communication.

General Course Requirements

Upon successful completion of COM 173, students will be able to:

- Compose and deliver several primary types of speeches of increasing length and complexity (Introduction, Entertaining, Informative, Motivational, and Persuasive Speeches), representing an increasing development of critical thinking skills and delivery sophistication.
- Develop, research, and compose speech outlines according to formal outlining techniques.
- Analyze, recognize, and incorporate the appropriate, formal argument models and patterns of logic for each given speech.
- Devise, compose, and utilize appropriate speaking notes to facilitate and enhance the delivery of speeches.
- Utilize both verbal and non-verbal strategies to effectively communicate with audience during speech presentations.
- Understand the importance of audience analysis and demonstrate an ability to be aware of and utilize audience feedback during speech presentations.
- Use audio and visual aids, including PowerPoint, where appropriate, to enhance speech presentations.
- Document information obtained through research using MLA format.
- Analyze and provide productive, useful, and constructive critique of peer speech presentations.

Instructional Materials

Textbook: Public Speaking for College and Career, 8th edition, Hamilton Gregory

Magazine: The student is responsible for regular access to one of the following magazines throughout the semester: Time, Newsweek, New York Times Sunday Magazine, The New Yorker, or a similar magazine (see me for approval of specific mags).

CD or flash drive

Class topics and assignments

The instructor may change the order of topics and/or the content of the assignments.

Evaluation

Introduction of classmate speech 1-2 minutes	5 %
Chapter presentation	10 %
Short Speech 2-4 minutes Family roots	10 %
Informative Speeches 4-6 minutes	20 %
Persuasive Speech with at least 3 references 5-8 minutes	20 %
Class work/participation	15 %
3 Critiques 5 % each	15 %

Total

100 percent

Speech and Class Requirements:

1. All speeches will use Powerpoint with at least one image
2. All speeches in a category are due the first day for everyone.
3. All chapter presentations are due on the date assigned
4. Students who do not present on the date assigned will have 5 points deducted from their speech or chapter grade for each class the speech is delayed.
5. Students with 2 or fewer absences will have 5 extra points added to their semester average.
6. Students with a major crisis (death in family, hospitalization, serious illness) can request a postponement of speech date, but they must do so by email or telephone before the time of the speech.
7. If classes are cancelled, whatever is scheduled on the cancellation date will be scheduled for the next class in addition to whatever is scheduled for the next class.
8. No extra credit or make-up work for missed classwork will be assigned.
9. All speeches and chapter presentations that are not given within the specified time period will be postponed until last day of class and the week of finals.
10. All students giving a speech during the last day of class and finals week will be required to attend class during all 3 days.
11. Students must maintain an email address which they have placed in their student info part of their student record online.

Plagiarism:

Plagiarism is a violation of academic honesty. It occurs when you take credit for someone else's work (words) and submit it as your own, either intentionally or through incomplete documentation of sources. Any plagiarized work in a speech will result in an F for the semester.

College Withdrawal Policy

A student who finds it necessary to discontinue a course once class has met must provide written notice to the Registrar. Withdrawal forms are available at the Registrar's office. Nonpunitive "W" grades are assigned to any withdrawal requested before the various unrestricted withdrawal deadlines listed in the calendars published in front of each session's course listings. Withdrawal requests received after these deadlines must bear instructor signatures indicating the student was maintaining at least a C- average at the time of withdrawal. No withdrawals are permitted after the last class preceding the final exam.

Disabled Students and Learning Disabilities Support

If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the Disabilities Counseling Services at 383-5240. To avoid any delay in the receipt of accommodations, you should contact the counselor as soon as possible. Please note that I cannot provide accommodations based upon disability until I have received an accommodation letter from the Disabilities Counselor. Your cooperation is appreciated.

Cellular phones and beepers

Cellular phones and beepers are allowed in class only if they are turned off or turned to a silent mode. Under no circumstances are phones to be answered in class. When there are extenuating circumstances that require that a student be available by phone or beeper, the student should speak to the instructor prior to class, so that together they can arrive at an agreement.

E-mail

Students are encouraged to use e-mail to communicate with me. When you compose your message, be sure to use a relevant word for the Subject. Do **not** use Hello, Hi, It's Me or similar terms. Because these are used by spammers and virus messages, I delete them without opening them.

Class Schedule by week

1. Introduction
2. Chapters 1 & 2; Classmate-Introduction Speeches
3. Chapters 3, 4, & 18; Preparation for family roots speeches and chapter presentations
- 4 and 5. Chapters 5, 10, 12; Family roots speeches and chapter presentation.
- 6 and 7. Chapter 15; select material for Informative Speech Presentation (bring to class)
8. Chapters 6, 8, & 11; begin preparing Powerpoint for Info Presentation. Chapter presentations
9. Chapter 14; Informative Speech Presentations and chapter presentations.
10. Informative Speech Presentations Continued
- 11.; Informative and chapter presentations
12. Persuasive speech preparation and chapter presentation
13. Persuasive Speeches
14. Persuasive Speeches Continued, if needed. Otherwise, delayed speeches.
15. Delayed speeches