

COM K173 Public Speaking TR 1:00-2:15pm Room E223

Instructor: Susan M. Topping

Office: C254 Office Hours: W 12:00-3:00pm and by appointment

Phone: 892 5763 e-mail: stopping@trcc.commnet.edu

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.

REQUIRED TEXT

Public Speaking: Strategies for Success. 6th ed. David Zaretsky.

COURSE OUTCOMES:

1. Demonstrate, describe, and apply an understanding of the relevant principles of speech communication, reasoning, and argumentation.
2. Critically evaluate examples of public discourse.
3. Demonstrate the acquisition of skills in public speaking and argumentation within several speech structures and contexts.
4. Demonstrate an ethical and effective use of academic research.
5. Demonstrate an appreciation of the relationship of speech communication to society.

ASSIGNMENTS AND GRADING**SPEECHES**

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| Speech #1 (3-5 minutes) | 5 pts |
| Informative speech #1 (4-6 minutes) | 10 pts |
| Informative Speech #2 with Powerpoint, annotated bibliography and preparation outlines (5-7 minutes) | 20 pts |
| Persuasive Speech with presentation outline, annotated bibliography, and surveys (8-10 minutes) | 30 pts |

WRITING

| | |
|-------------------------|--------------------|
| Self-Assessments | 10 (5 points each) |
| “Great Speech” analysis | 10 pts |
| Peer Speech analysis | 10 pts |

SPEECH REQUIREMENTS

- Outlines must be in MLA form and submitted according to schedule
- Speeches must be on different topics with either Informative Speech #2 or the Persuasive speech connected to this year’s academic theme of “The Politics of Food.”
- Specific criteria for each speech will be generated in class
- Informative Speech #2 must include powerpoint
- All speeches must be delivered extemporaneously; otherwise they will receive an F.
- Please do NOT enter the room while a speech is in progress
- Please remember that peer feedback is vital. Be sure to make your comments specific, and make your suggestions for improvement reasonable.
- Students should dress appropriately and professionally when giving speeches.

WRITING ASSIGNMENTS:

1. Self Assessment #1: analysis of your strengths and weaknesses as a public speaker including strategies for improvement.
Length: 3 pages (750 word minimum) Form: MLA
2. Self Assessment #2: analysis of your improvement.
Length: 3 pages (750 word minimum) Form: MLA
3. "Great Speech" Analysis: analysis of "great" speech that identifies strategies used (evidence of audience analysis, methods used to communicate information, effectiveness of organizational pattern, use of visuals including powerpoint, opening and closing strategies etc.) and evaluation of delivery including body language and vocal performance.
Length: Minimum 4 pages (1000 words) Form: MLA
4. Peer Speech Analysis: analysis of assigned peer's persuasive speech that identifies strategies used to "influence the attitudes, beliefs, values and acts" (O'Hair et al 188) of audience (choice of persuasive strategy in relation to audience type, strategies used to engage audience, effectiveness of reasoning including analysis of claims, evidence, logic etc., methods used to communicate information, effectiveness of organizational pattern, use of visuals including powerpoint, opening and closing strategies etc.) and evaluation of delivery including body language and vocal performance.
Length: Minimum 5 pages (1250 words)

VITAL INFORMATION:

- ALL SPEECHES MUST BE COMPLETED AT ASSIGNED TIME. YOU MUST BE PRERARED TO DELIVER YOUR SPEECH ON THE FIRST ASSIGNED DAY OR POINTS WILL BE DEDUCTED FROM YOUR SPEECH GRADE.
- ALL WORK MUST BE HANDED IN ON THE DAY DUE. WITH THE EXCEPTION OF THE WORK DUE BY 5/15/12, I WILL ACCEPT LATE WORK (PAPER COPY ONLY, TO MY OFFICE) THE CLASS FOLLOWING THE SCHEDULED CLASS DATE, BUT IT WILL RECEIVE A 20 POINT PENALTY. NO WORK WILL BE ACCEPTED AFTER THIS GRACE PERIOD; YOU WILL THUS RECEIVE AN F FOR THE ASSIGNMENT.
- ALL MAJOR SPEECHES MUST BE COMPLETED IN ORDER TO RECEIVE A FINAL GRADE IN THIS CLASS.
- APPROPRIATE AND PROFESSIONAL DRESS IS REQUIRED FOR ALL SPEECH PRESENTATIONS

COURSE POLICY

ATTENDANCE

Attendance is a requirement. Absences will have a negative affect on your grade. If you are absent during the last three weeks of class, I will deduct half a grade for each absence from your final grade. If you do miss class, it is up to you to find out what you have missed and make up the work in whatever way you can.

CLASSROOM DECORUM

If you are late, leave class early, or allow your cell phone to ring, you are being disruptive. I expect you to come to class on time with all the necessary texts and remain in the classroom for the entire period. Disruptive behavior will have a negative affect on

your grade.

PLAGIARISM

Plagiarism is the intentional use of someone else's words or ideas. It is a serious violation of academic standards that is subject to one or more of the following penalties: a failing grade for the paper; a failing grade for the course; a report to the administrative authorities for appropriate action (i.e. a notation on the student's permanent record, suspension, or expulsion). In addition, please read the TRCC Policy on Academic Honesty in the Student Handbook or on-line.

STUDENTS WITH DISABILITIES

Any student with a hidden or visible disability which may require classroom modification should see me during the first week or two of class so that an appropriate plan to meet your needs may be arranged.

WITHDRAWAL FROM CLASS

The last day to officially withdraw from this class is May 7th. Any student who stops attending class, but does not officially withdraw, will receive a grade of F for the course. However, withdrawal grades may have a negative impact on financial aid and academic progress. Please see an advisor before you withdraw.

MESSAGES AND CONFERENCES

If you need to reach me, please email me at stopping@trcc.commnet.edu. I am also available during office hours and look forward to meeting with you to discuss your work. If my office hours are not convenient for you, please make an appointment to see me at another time.

TENTATIVE SCHEDULE

WEEK ONE

R 1/19 Introduction

WEEK TWO

T 1/24 Reading Due: Chapters 1 and 3

In-class: Practice 3 minute speeches

R 1/26 Reading Due: Chapters 2 and 4

In-class: 3 minute speeches for grade

WEEK THREE

T 1/31 Reading Due: Chapters 5 and 6

In-class: 3 minute speeches for grade cont.

Discuss Informational speech #1

R 2/2 NO CLASSES

WEEK FOUR

T 2/7 Reading Due: Chapters 7, 9 and 10

Writing Due: 3 Informational speech topics (typed, MLA)

Discuss Information Literacy

R 2/9 In-class: Opening Strategies exercise

WEEK FIVE

T 2/14 In-class: Practice Informational Speech #1

R 2/16 In-class: Informational Speech #1 for grade

WEEK SIX

T 2/21 In-class: Informational Speech #1 for grade

R 2/23 In-class: Informational Speech #1 for grade

WEEK SEVEN

T 2/28 Reading Due: Chapters 8 and 13

Writing Due: Self-assessment #1 Due

In-class: Discuss Informational speech #2

R 3/1 Reading Due: Chapter 11

Writing Due: 3 Informational speech topics (typed, MLA) on Politics of Food

WEEK EIGHT

T 3/6 Reading Due: Chapter 15

Discuss Annotated Bibliography

R 3/8 Discuss "Great Speech" Assignment

WEEK NINE

T 3/13 Writing Due: Annotated bibliography

Practice Informational Speech #2 (come to class with 2 minutes of powerpoint presentation)

R 3/15 Practice Informational Speech #2 (come to class with two minutes of powerpoint presentation)

WEEK TEN

NO CLASSES

WEEK ELEVEN

T 3/27 Informational Speech #2 for grade (with preparation outline and annotated bibliography)

Writing Due: "Great Speech" Assignment

R 3/29 Informational Speech #2 for grade

WEEK TWELVE

T 4/3 Informational Speech #2 for grade

R 4/6 Reading Due: Chapters 14 and 5

Discuss Persuasive speech

WEEK THIRTEEN

T 4/10 Writing Due: 3 Persuasive Speech proposals (topic+thesis)

R 4/12 Discuss Argumentation/surveys

WEEK FIFTEEN

T 4/17 Writing Due: survey

R 4/19 Discuss logical fallacies

WEEK SIXTEEN

T 4/24 Practice persuasive speeches

R 4/26 ** Persuasive speech for grade (with presentation outline, Annotated Bibliography, and in-class surveys).

WEEK SEVENTEEN

T 5/1 Persuasive speech for grade**

R 5/3 Persuasive speech for grade**

WEEK EIGHTEEN

T 5/8 Persuasive speech for grade**

R 5/10 Persuasive speech for grade**

Make-up speeches if time allows

LAST DAY OF CLASSES

FINAL WRITING ASSIGNMENTS: Self Assessment #2 and Peer Speech analysis
(due by 12:00pm, Tuesday, 5/15 email to stopping@trcc.commnet.edu)

****Each absence on these days will result in a deduction of one half full letter grade from your final grade.**