

COM K173 Public Speaking
TR 0930-1045 Room E206
Instructor: Douglas N. Honorof
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Office Hours: TR 1045-1115

COURSE DESCRIPTION

Students will learn the fundamentals of speech communication. They will listen 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 TEXTS

A Pocket Guide to Public Speaking 3rd ed. Eds.: Dan O’Hair et al.

LEARNING OUTCOMES

Upon successful completion of COM K173, 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 all secondary sources within speech according to acceptable guidelines.
- Analyze and provide productive, useful, and constructive critique of peer speech presentations.

ASSIGNMENTS AND GRADING

<i>ITEM</i>	<i>PTS POSSIBLE</i>	
<i>SPEECHES</i>		At the end of the semester, add up your points, and use the following chart to determine your letter grade.
<i>“A Funny Thing Happened”</i>	5	
<i>“How to” (5 minutes)</i>	15	
<i>Informative (5 minutes)</i>	20	
<i>Persuasive (8 minutes)</i>	25	
<i>WRITING</i>		A = 100–90
<i>Self Assessment (5 each)</i>	10	B = 89–80
<i>Peer Review (10 each)</i>	20	C = 79–70
<i>CLASS PARTICIPATION</i>		D = 69–60
	5	F = under 60 points
TOTAL	100	Within each bin, (+) and (-) will be given for the top and bottom two points, respectively.
		NOTE: I reserve the right to give pop quizzes and will adjust the grading percentages accordingly.

MAJOR SPEECH REQUIREMENTS:

- Outlines must be in MLA style and submitted according to schedule.
- Speeches must be on different topics.
- Specific criteria for each speech will be generated in class.
- 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.

ALL SPEECHES MUST BE COMPLETED AT THE ASSIGNED TIME. YOU MUST BE PRERARED TO DELIVER YOUR SPEECH ON THE FIRST ASSIGNED DAY.

WRITING ASSIGNMENTS:

1. Self Assessment #1: analysis of your strengths and weaknesses as a public speaker including strategies for improvement. *Length: 3 pages (750 words) Style: MLA.*
2. Self Assessment #2: analysis of your improvement. *Length: 3 pages (750 words) Style: MLA. This self assessment will be easier to write if you have kept an informal journal of your experience giving and listening to speeches throughout the term.*
3. Peer Review Speech Analysis #1: analysis of assigned peer’s **informative 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 5 pages (1250 words) Style: MLA.*

4. Peer Review Speech Analysis #2: 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) *Style*: MLA.

COURSE POLICY

Attendance

Attendance is a requirement. Absences will have a negative affect on your grade. If you 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. There is to be no eating, drinking, chewing gum, texting, or engaging in private conversations in class. Disruptive behavior will have a negative effect 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 project; 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 10th. Any student who stops attending class, but does not officially withdraw, will receive a grade of F for the course. 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, email me. 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 talk with me at another time.