Speech 1

**Introduction to Public Speaking**

*Summer 2010*

**Reedley College**

**Instructor:** Helen Chavez, M.A.

**Email:** helen.chavez@reedleycollege.edu

**Office hours:** Available by appointment only

**Course Description and Rationale:** The primary objective of this course is to help you to improve and expand your communication skills. To accomplish this objective, each student will gain new knowledge about the human communication and be given the opportunity to apply this knowledge in a series of in-class presentations. These presentations will vary in type and length and are described below. This course is oriented toward practical experiences based on sound communication theory and is built on the assumption that students need to develop confidence in their abilities as public communicators. Confidence is developed through a combination of 1) understanding the theoretical material presented in the textbook and class lectures, and 2) applying this understanding to the in-class speaking assignments and eventually to your professional careers. In addition to the specific course objectives listed below, more detailed learning objectives will be provided for each assignment.

**Course Outcomes:** During this course, students will:

1. Construct and deliver a speech with communicative competence and confidence.
2. Choose appropriate organizational patterns and supporting material for their speeches.
3. Create speeches for various contexts and occasions.
4. Apply better listening skills in public speaking situations.
5. Become more effective, supportive listeners.
6. Apply more effective reasoning skills when constructing and evaluating speeches.
7. Critique and evaluate others’ speeches.

**Textbook:** Metcalfe, Sheldon (2010) Building A Speech. (Seventh edition), Fort Worth: Harcourt College Publishers.

**ASSIGNMENTS:**

**Speeches** *point value*

Speech #1 Autobiographical speech Required/minus points

Speech #2 First Informative speech 60

Speech #3 Second Informative speech 80

Speech #4 Persuasive speech 100

Speech #5 Farewell speech Required/minus points

OR 15 extra credit points

**Speech Total 240**

**Self-Analysis Paper**

Each student is asked to write a two page, typed paper. This is a very brief reflective report. Examine how you, as a speaker, changed during the course. If you did not change, feel free to write about that. You might even discuss your favorite chapter in the text or how the other speakers influenced you. You will need to be creative and honest. **Paper Total 20**

**Comprehensive Examination**

There will be a comprehensive examination on the date of the final. Reviews will be handed out during the course. This single exam will cover chapters 1-19. There will be NO MAKE UPS!

**Exam Total 150**

**Peer Speech Evaluations and Participation**

Throughout the semester, students will periodically be asked to give written and/or verbal critiques of other students’ speeches/arguments/debates. This is a mandatory part of the class. Unlike other classes you may take at the college level, this class has a hard time functioning unless all students are present to give suggestions, offer praise, and get help/advice from other classmates throughout the semester. **You are expected to attend class and be on time in order to reap these benefits as well as provide help to your peers. Missing class (regardless of reason) especially when others are giving speeches/arguments/debates/presentations WILL hurt this section of your grade.**

**In addition, you are also expected to complete all assignments. This includes not only graded assignments but non graded assignments as well (Speech #1, group lectures, in class activities, etc.).**

**No ipods or anything of the sort in class! No cell phones in class!! If I see a cell on your desk , in your hands, on your laps or anywhere near your person, you will lose all *Peer Speech Evaluations and Participation* points.**

**One more thing, all of you must be on your best behavior. Do not ridicule me or your fellow classmates!!**

**I DO AND WILL deduct points from this section (Peer Speech Evaluations and Participation).**

**Participation Total 90**

**Extra Credit (MAYBE!)**

Speech #5 (the Farewell speech) is a mandatory assignment. However, this speech might also earn you a few extra credit points. Extra points will only be granted to students who demonstrate proper classroom conduct throughout the semester and follow the rules outlined in the participation section. This is absolutely at the teacher’s discretion.

**Extra Credit Total 0-15**

**LATE ASSIGNMENTS:**

There will be no make ups. If you are absent or miss a speech, the exam, or anything else,you will receive zero points for that assignment (ask instructor for more details).

**DROP POLICY:**

Be advised that after the drop date ( …I’M NOT SURE ON THIS, FIND OUT FOR YOURSELF!!) you will be issued a letter grade (“A” through “F”) if you are still enrolled in class. It is ***your responsibility to drop*** the class, it is ***NOT MINE!***

**PLEASE NOTE:**

1. The college’s policies regarding student conduct in classes, including cheating and plagiarism, are located in the Catalogue and Schedule of Courses. You should be aware of these policies and abide by them. Also, students with disabilities are reminded that it is your responsibility to identify yourself to the College’s Disabled Student Services and to your instructor(s) so reasonable accommodation for learning and evaluation within the course can be made.
2. Additional class rules, policies, conditions, etc. will be stated in class during the course of the semester.

**\*\*\*EXTRA HELP:** I have no office hours. I am available by appointment only. Please do not hesitate to ask for help ☺

**FINAL GRADES WILL BE BASED ON THE FOLLOWING SCALE:**

**GRAND TOTAL 500**

500-450=A

449-400=B

399-350=C

349-300=D

299-000=F

I give numerical scores to all work you do. I do not give letter grades on any assignment. There are 500 points possible for the semester. I add up your points at the end of the semester to determine your grade. You can always know your current grade in class by keeping and adding up all graded work that is returned to you. Plus, they are your receipts…keep everything!

**PROPOSED SCHEDULE** (TENTATIVE-COULD BE CHANGED)

You are expected to have read the chapter (s) in the book before we analyze it in class!

**Monday, Tuesday and Thursday**

June 14 Introduction to the course

June 15 Chapters 1, 2, and 3; Assign group lecture (chapters 8 and 9)

June 17 Chapters 4, 5, and 7

June 21 Speech #1 (Autobiographical Speech Due)

June 22 Chapters 8 [group lecture] and 9 [group lecture]

June 24 Chapters 15, 10, and outline/speech format discussion

June 28 Chapters 11, 12, 13 and 14

June 29 Speech #2 (First Informative Speech and Outline Due)

July 01 Speech #2 (First Informative Speech and Outline Due)

July 05 **NO CLASSES HELD, CAMPUS CLOSED**

July 06 Speech #2 (First Informative Speech and Outline Due)

July 08 Speech #2 (First Informative Speech and Outline Due)

July 12 Speech #3 (Second Informative Speech and Outline Due)

July 13 Speech #3 (Second Informative Speech and Outline Due)

July 15 Speech #3 (Second Informative Speech and Outline Due)

July 19 Speech #3 (Second Informative Speech and Outline Due)

July 20 Chapters 16 and 17

July 22 Chapters 18, 19, and 6

July 26 Speech #4 (Persuasion Speech and Outline Due)

July 27 Speech #4 (Persuasion Speech and Outline Due)

July 29 Speech #4 (Persuasion Speech and Outline Due) **Self –Analysis Paper Due**

Aug 02 Speech #4 (Persuasion Speech and Outline Due)

Aug 03 Speech #4 (Persuasion Speech and Outline Due)

Aug 05 **Class Final:**

1) Comprehensive Examination (Chapters 1-19)

2) Speech #5 (Farewell Speech)