Communication 1 55231

Introduction to Public Speaking

Online Tuesdays

Fall 2023

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**Preferred Method of Contact:** CanvasInbox

**Office Hours/Location:** By Appointment

**Class Website:** Log onto canvas and click your Comm 1 Course

# Required Textbook:

Link to Class Textbook: [Click Here](https://socialsci.libretexts.org/Bookshelves/Communication/Public_Speaking/Exploring_Public_Speaking_(Barton_and_Tucker)) Link to PDF of Class Textbook: [Click Here](file:///C:/Users/bl020/AppData/Local/Temp/Full.pdf)

# Course Description

This course presents the fundamentals of public speaking theories and techniques to enhance public speaking skills. Particular emphasis will be on the organization and criticism of public discourse. This will be achieved through research, reasoning, presentations, and the evaluation of various types of speeches which include informative and persuasive speeches. ADVISORIES: English 1A or 1AH. (A, CSU-GE, UC, I) (C-ID COMM 110)

# Course Advisory:

Recommended that you are eligible to take English 1A prior to enrolling in this course.

# Learning Outcomes:

1. Construct and deliver dynamic and competent presentations that are adapted to the purpose and audience.
2. Explain the principles of human communication by critically evaluating public speeches through constructive critique and self-analysis.
3. Utilize organizational patterns and research materials that incorporate sufficient, credible, and relevant evidence.

# Course Objectives:

1. Analyze and adapt messages to address audience attitudes, needs and demographics.
2. Develop skill in informative, persuasive and ceremonial speaking.
3. Recognize the role of culture in the production and management of spoken interaction.
4. Present a variety of speeches and will be expected to present for approximately 25 minutes each during the course of the semester.
5. Gain an understanding of the communicative process.
6. Use supporting materials effectively.
7. Develop skill in extemporaneous speaking, students will present a minimum of three graded speeches in front of an audience.
8. Improve listening skills.
9. Recognize the need for clear and concise organization of ideas.
10. Gain communicative competence and confidence as a result of the preparation, presentation, and analysis of oral messages.
11. Utilize practical assignments and exercises that will reinforce the theoretical concepts studied in class.
12. Enhance vocal skills (projection, diction, inflection and volume).
13. Critique and analyze their own and other speeches.

# Important Dates:

* 10/7 Last Day to Drop with a W (Letter grades assigned after this date.
* 11/24-25 Fall Break: No Classes Held
* 12/5-12-9 Finals Week

# ADA Statement

"If you have a verified need for an academic accommodation or materials in alternate media (ie: Braille, large print, electronic text, etc.) per the American With Disabilities Act or Section 504 of the Rehabilitation act please contact your instructor as soon as possible."

# Classroom Expectations:

### Course Material and Readings. Readings should be completed in their entirety by the first class for which they are assigned. Readings are clearly identified in the modules. By having the reading completed before the lecture, we can answer questions that may arise together during meeting times. This is a course centered around public speaking and students are encouraged to comment on the material.

1. Monitor Our Canvas Course Page. Our course will use Canvas as a place to store and keep important course documents (e.g., syllabus, assignment descriptions, class announcements), record student grades, and submit assignments. You should regularly check our Canvas page throughout the semester (every day is recommended). Learn how to use Canvas: All work and lectures will be completed and submitted via Canvas. No work will be accepted via email, hard copy, etc. The “I didn’t know how” excuse will not be accepted. Make sure you have ample time to submit assignments. For access to computers and hot spots, visit [Technology Services](https://www.cloviscollege.edu/student-services/technology-support.html).

### Classroom Code of Conduct. In this course, we are learning the building blocks that will allow us to better communicate not only on a platform, but with our peers, colleagues and friends. This college prides itself on diversity and inclusivity, which means we will have not only diversity among our identities, but amongst values, ideas, religions, and political views. In order to foster a positive environment, there are a few tips to respect diversity and foster good discussions. **Sexist, racist, transphobic, homophobic, or any other derogatory language will not be tolerated in the classroom.** Be sure to allow everyone’s voice to be heard and if you are not sure if you are being respectful, remember the golden rule: treat others as you wish to be treated. In this class, we will discuss differences, not dispute them, and keep an open environment to facilitate good conversation and communication practices.

1. Cheating. Cheating will not be tolerated in this classroom and will receive a zero. Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another’s work, supplying one’s work to another, giving or receiving copies of examinations without an instructor’s permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.
2. Plagiarism. Plagiarism will not be tolerated in this classroom and will receive a zero. Plagiarism is a specific form of cheating, the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may include failing grade on the particular examination, paper, project, or assignment in question, at the discretion of the instructor and depending on the severity and frequency of the incidents.

# Class Attendance, Drop, Participation and Work Policies:

## Zoom*:*

* 1. Four speeches will be completed live over zoom. Please create an account if you haven’t done so already. Zoom days can be found on the class schedule and are contingent on the speech day you sign up for the week prior to presentation days.

## ****Attendance and Participation****

* 1. **Students who miss the first week of assignments will be dropped from the course**. Attendance is used to determine your participation in the course. If you are not present, you cannot participate in class and thus miss out on activities and participation points. Attendance is recorded through the completion of weekly assignments on canvas. A weekly module will open containing lectures, activities, discussion boards, and sometimes quizzes. If you complete all of your assignments in the module for the week by the scheduled due date (see schedule) you will be marked “here.” If you fail to complete your assignments, I will mark you “absent.”

## Missed class and Late Work Policy

* 1. Dates are Firm **Missing assignments will receive a zero.** Student may petition for extensions due to personal and legitimate circumstances. Petitions must be submitted via email within 48 hours of missed assignment due date. Some examples of “legitimate circumstances”: Family death, Severe illness, COVID symptoms, Child Illness, essentially circumstances out of your control. Your best option is to email me and ask. I cannot help you succeed if I do not know what is going on. Exception for missed Speech: One speech can be made up on “Last Chance Day” for a 2-letter grade drop. So, “A” speeches automatically become “C” speeches. You are not guaranteed a spot-you must sign up. Only **ONE** speech can be made up on "last-chance" day. **You cannot pass the class without the persuasive speech**. I will not submit grades after that missing speech. Your best bet is to make sure all of your speeches are completed.

I am always here to help! Participating in the course, keeping in contact, and submitting assignments on time all lead to a successful class experience!

# Course Grades

Your grade in this class will be based on the points that you earn in the following activities/assignments (See Tentative Class Schedule for dates):

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| --- | --- | --- |
| Assignment | Description | Point Value |
| Participation Points | Participation is monitored through the attendance tool by completing activities. | 35 Points |
| Class Activities | 1. Welcome to Module Quiz 2. Demographic Survey 3. Selecting a Topic Activity 4. APA/Plagiarism 5. Informative Speech Activity 6. Language activity x 2 7. Persuasive Speaking activity | 8 @ 15 points Each= 120 |
| Outline Workshop | Workshop for “A Look at my life Speech” | 50 points |
| Speeches | 1. 5W’s Speech 2. A Look At my Life Speech 3. Informative Speech 4. Persuasive Speech | 50 points  100 points  150 points  175 points  (Total: 475 points) |
| Speech Critique Sheets | 1. Round 1—Done During “A Look at My Life” Speech 2. Round 2—Done during informative Speech 3. Round 3—Done during Persuasive Speech | 25 Points  25 Points  30 Points  (Total 80) |
| Analysis Speeches | Ceremonial Speech Analysis | 100 points |
| Quizzes | 1. Quiz 1 2. Quiz 2 w/reflection. | 60 points  80 Points |

Grading Scale

900-1000 = A

800-899 = B

700-799 = C

600-699 = D

599 or less = F

The instructor reserves the right to increase points for students who are on the margin; this will be done on the basis of attitude and participation throughout the semester and is solely at the discretion of the instructor. There is a minimum of one extra credit assignment per semester.