

CLARENDON COLLEGE
LIBERAL ARTS DIVISION/SPEECH
COURSE SYLLABUS
FALL 2011--5:30 Wednesday
SPCH 1315 PUBLIC SPEAKING
(3 credit hours)

INSTRUCTOR: Cynthia Ewing

LOCATION: Childress Center

Office Hours: Monday 7:30 to 8:30 Childress
Tuesday 8:00 to 9:30, 1:00 to 4:00
Wednesday 4:00 to 5:30 Childress
Thursday 8:00 to 9:30, 1:00 to 4:00
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TEXT: Grice, George L., & Skinner, John F. (2010). Mastering Public Speaking (7th Ed.). Boston, MA: Pearson Education, Inc.

COURSE DESCRIPTION:

Public Speaking 1315 involves research, composition, organization, delivery, and analysis of speeches for different purposes, including diction, poise, and self-confidence in conversational, classroom, and public speech.

STATEMENT OF PURPOSE:

Public speaking partially satisfies the requirements for the Associate Degree at Clarendon College and is designed for transfer to a senior college or university.

COURSE OBJECTIVES:

Through participating in assigned activities, you should:

1. Recognize and understand the interactive model of communication.
2. Participate effectively in groups with emphasis on listening, critical and reflective thinking, problem solving and responding.
3. Understand the importance of specifying audience and purpose and to select appropriate communication choices.
4. Distinguish between informative, persuasive, and special occasion speeches, recognizing the unique characteristics of each.
5. Improve both verbal and nonverbal delivery skills.
6. Understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentations to small and large groups and to the media.
7. Develop research and library skills, including computer-based technology, to

- communicate, solve problems, and acquire information necessary support materials for speeches.
8. Gain skill in evaluating public speeches by keeping a journal analyzing speaker delivery and support.
 9. Understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument.
 10. Develop the ability to research, analyze printed material, and write a documented paper and to give an oral presentation.

METHODS OF INSTRUCTION:

Learning activities will include lecture; videotapes; demonstrations; class discussions; oral presentations; readings; and class activities.

CLASS POLICIES:

Please carefully read the following class policies:

1. Because this is a performance course, regular attendance and punctuality are essential. More than 1 absence (one day a week classes) will result in a loss of 10 points from the class participation portion of your grade for each absence. Please show respect for everyone and arrive on time. If another student is giving a presentation, wait in the hallway until he/she finishes. Never interrupt a speech in progress!!!
2. I don't foresee this as a problem but approved participation in school sponsored activities is not considered an absence. But, it is your responsibility to inform the instructor **prior** to a school sponsored activity and turn in assignments **prior** to an absence. Those students participating in school sponsored activities on performance days have one week to review the video and make up their journal entries. **I will not remind you; it is your responsibility.**
3. You are expected to have read the chapters on the dates they are listed in the Daily Course Schedule. Failure to read the chapters can result in chapter tests and/or daily homework. I strongly suggest you take notes during class.
4. Speeches are to be delivered and tests are to be taken on the assigned day. Students who are absent on the assigned speaking or test day will receive a zero unless **prior** arrangements are made with the instructor.
5. Only under extreme circumstances will you be able to make up a speech or exam. All make-up speeches and exams will receive a 10 point penalty.
6. Speeches must have a formal typed outline to be turned in before giving a speech. All speeches must be given extemporaneously from a 3X5 note card containing 50 words or less or memorized--not written out. The note card will be turned in after the speech. **The podium will not be used during a speech and you will not chew gum or wear a cap while speaking. Speeches that are too long or too short will loose points.**
7. Students will not be assigned topics for speeches. Each student can choose any topic as a different topic is chosen for each speech. (This means that if you give your first speech in the area of sports, rodeo, or agriculture, you cannot give another speech on that topic.)

8. No substance or equipment in violation of Clarendon College's rules and regulations will be permitted in speech communication courses.
9. Plagiarism is considered serious academic misconduct. All speeches and critiques presented should be the work of the student enrolled in the course. Proper documentation should be made of materials cited from all sources. Instructors determining that a student has plagiarized a speech or paper or cheated on a test will assign a failing grade for that course and may elect to pursue disciplinary proceedings against the student.
10. Students are responsible for all college regulations as stated in the Clarendon College catalog available in the administration office.
11. Clarendon College seeks to provide reasonable accommodations for all qualified persons with disabilities. Clarendon College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required affording equal educational opportunity. It is the student's responsibility to contact the faculty member in a timely fashion to arrange for suitable accommodations.
12. If you stop attending class, but do not officially withdraw or drop, your name remains on the roll. You will be issued a grade on the work completed. Last day to withdraw/drop with a W is November 18, 2011.
13. **No cell phones or iPods** allowed in class.

GRADING POLICIES:

Your final grade will be calculated as follows:

15%--Personal experience speech

15%--Informative speech using a visual aid

15%--Persuasive speech

10%--Special occasion speech

15%--Mid-term exam

15%--Final exam

15%--Class attendance, class participation, assignments, and quizzes

Letter grades will be assigned on the following basis:

A= 90 to 100

B= 80 to 89

C= 70 to 79

D= 60 to 69

F= Below 60

GRADE ASSIGNMENT SHEET

Your final grade will be calculated as follows:

Personal experience grade	_____ X .15 = _____	
Informative with visual aid grade	_____ X .15 = _____	
Persuasive speech grade	_____ X .15 = _____	
Special occasion speech grade	_____ X .10 = _____	
Mid-term exam grade	_____ X .15 = _____	
Final exam grade	_____ X .15 = _____	
Attendance, quizzes, and class participation	_____ X .15 = _____	
Add all grades		_____
Extra Credit		_____
SEMESTER GRADE		_____

REQUIRED ASSIGNMENTS:

1. **Personal experience:** This speech will be **3-5 minutes** long and should consist of a personal experience in your life. A formal typed outline and pre-speech evaluation will be turned in before the speech and your note card will be turned in after the speech. At least **2 sources** should be cited in your speech. A photocopy of your sources will be attached to your outline.
2. **Informative speech using a visual aid:** This speech will be **5-7 minutes** long and should inform the audience. A **visual aid** must be incorporated into the speech or you will lose 30 points. A formal typed outline and pre-speech evaluation will be turned in before the speech and your note card will be turned in after the speech. At least **3 sources** should be cited in your speech. A photocopy of your sources will be attached to your outline.
3. **Persuasive speech:** This speech will be **5-7 minutes** long and should persuade the audience. A formal typed outline and pre-speech evaluation will be turned in before the speech and your note card will be turned in after the speech. At least **5 sources** should be cited in your speech. A photocopy of your sources will be attached to your outline.
4. **Special occasion speech:** This speech will be **3-7 minutes** long and will be a speech of

introduction, a speech of presentation, an acceptance speech, a speech of tribute, or a speech to entertain. A formal typed outline with the guidelines for your speech and pre-speech evaluation will be turned in before the speech and your note card will be turned in after the speech. If your guidelines are not typed on your outline you will lose 30 points. At least **2 sources** should be cited in your speech.

5. **Exams:** The format of both exams will include multiple/choice, short answer, and/or essay.