

Public Speaking – COMM 111
Winter 2018

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Office: MKH-204

Office Hours: Mondays and Wednesdays, 10:00-11:00 AM

And by appointment.

Student Outcomes:

As a result of taking Comm 111, a student should be able to:

- Synthesize and organize information for varied audiences
- Interact with confidence while adapting messages to audience needs
- Listen critically

REQUIRED Materials

1. Valenzano III, J.M., Braden, S.W., & Broeckelman-Post, M.A. (2013) *The Speaker's Primer* (1sted.). Southlake, TX: Fountainhead Press. ISBN: 9781598716207
2. **BOOKMARK THIS PAGE:** <https://owl.english.purdue.edu/>

This is a phenomenal writing guide, and you will be held to the standards that you will find on these pages. This is a guide for APA citations. I will be grading assuming that you have used this resource. You may not use MLA.

Graded Assignments

Grade Breakdowns

Self-Introduction Rough Draft	10 Points		
Self-Introduction Speech	20 Points	A	(179.5-200 pts)
Informative Speech Rough Draft	10 Points	B	(159.5-179.4 pts)
Informative Speech	30 Points	C	(139.5-159.4 pts)
Persuasive Speech	40 Points	D	(119.5-139.4 pts)
Special Occasion Speech	15 Points	F	(119.5 pts or fewer)
Partner Introduction	10 Points		
Participation	15 Points		
Quizzes	20 Points		
Self Critique	15 Points		
Peer Critique	15 Points		
<i>Total Points Possible</i>	<i>200 Points</i>		

Attendance

Attendance is **MANDATORY**; a public speaking class is only successful when there is a consistent audience. Please come to class on time and prepared. You are allotted two absences without losing points. Each subsequent absent deducts an automatic **6 points** from your final grade. If you have perfect attendance by the end of the term, you will earn **10 points Extra Credit!**

Tardiness

If you are not in class by the time roll is called you will be marked as tardy. It is your responsibility to come to me at the end of class so I can mark you as present. Three tardies will count as one absence. If you arrive late on speech days, you **MAY NOT** enter the room until the person's speech is over (you will know by the

applause). Entering the room while someone is presenting is be an automatic **10-point deduction** from your final grade. If you're more than 20 minutes late, you will be considered absent.

Preparation and Etiquette

Come to class prepared. You are a college student. As such, you are expected to: (1) have read the assigned chapters *before class* and contribute to class activities, (2) come prepared to listen, support, and evaluate your peers on their speech days, and (3) on your speech day, hand in a printed copy of your outline and the evaluation sheet before you speak.

It is important to come to class on time and ready to participate. Please have assigned readings completed and be ready to contribute to the class activities. Public speaking can be a very difficult, often terrifying, experience for some students. It is important to give your classmates your full respect and attention during their speeches. Do not participate in any other activities during speeches such as homework, reading a newspaper, or practicing your speech. Doing so will result in **10 points** being deducted from your final grade.

Late work

Late work is not accepted. If you miss a class, it is your responsibility to get the work turned in the day it is due. My mailbox is located at NSH 102 (workroom)

Technology

Technology will be used in classroom sometimes, but the use of cell phones and laptops are prohibited during speech days. Do not use laptops in class unless I instruct you otherwise. If a phone rings or vibrates during a student's speech, **10 points** will be deducted from your final grade.

Communication

Email is the best way to get in touch with me. You must use your @linnbenton.edu email. Please be sure to sign your emails with your first and last name, otherwise I won't know who you are or how to answer your questions or concerns. Please include COMM 111 and the section number in the subject line of your email. Make sure your email is courteous and professional.

Quizzes

There will be three quizzes worth **10 points each** throughout the term consisting of multiple choice and true or false questions. Questions will be based on material from assigned readings, class discussions, and lectures. Lowest quiz grade is dropped at the end of the term.

Speech Dates

Speech dates will be assigned throughout the term. You must present your speech on the assigned date. You are not allowed to make up a speech if you miss your assigned date. If you do not show up on your assigned speech date, you will receive **0 points** for that speech. Exceptions are granted on a case-by-case basis and arranged with me prior to the missed speech.

Once graded work is handed back you must wait 24 hours before asking questions about the grade you earned. I take the time to write comments on all graded work, so please read the comments carefully before raising concerns.

Speeches and Visual Aid

All speech guidelines and grading rubric are handed out the day the speech dates are assigned. You are required to bring the evaluation rubrics that I hand you to every speech you present. You will have a total of five speeches this term: Partner, Self-Introduction, Special Occasion, Informative, and Persuasive. Three out of the four speeches require visual aid (self-introduction, informative, and persuasive), although I encourage you to use visual aids for all of your speeches.

The use of complete source citations is a critical element of a well-developed speech. Each speech will require a minimum number of source citations. Full credit will only be given for stating complete source citations orally while delivering a speech. Because you are speaking to a college audience, it is also expected that you will use credible sources. **If the required amount of sources is not cited (orally and in outline), the speech can receive no more than a D+.**

Speeches are graded in two parts: delivery and preparation. Half of your grade is dependent upon the outline that you prepare and hand in when you speak. The second half of the grade will come from your delivery. In my class, delivery is graded upon growth of each individual student.

All speeches will have time limits and require preparation prior to class. Every 30 seconds the speech goes over or under the given speech time, 5% will be deducted from the speech grade. You are responsible for bringing the evaluation sheet for each speech. The evaluation sheet will be passed during class on the day that speech is assigned. Failure to bring the evaluation sheet for your assigned speech date will result in point deductions.

Outlines

Two rough drafts are required during the term. Rough Drafts are to be turned in on Moodle, not via email. Final outlines are required for all major speeches. Outline requirements are available in your textbook, in Moodle, and discussed at-length in class. The final outlines are worth half of your speech grade. If you do not bring an outline on the day you speak, you will receive **0 points** for that speech. You will receive an outline requirements checklist during class.

Self Critique

For this assignment, you will need to record your Informative Speech. You can simply have someone in class record a video on your phone, or ask me ahead of time to bring a camera to record you. You will then need to watch your speech and write a 2-3 page self critique. A handout with details about this assignment will be available during Informative Speech days.

In-Class Peer Critiques

You are required to complete several critiques of speeches presented by other students in class (handed out in class). It will be filled out during the Persuasive Speech. Please complete the critique while the speaker is delivering his/her speech. You will be evaluated on the quality of your critique. You will not receive credit for critiques that are poorly written or not turned in. It is your responsibility to make sure you complete all required critiques.

Class Participation

Public speaking, like any skill, improves with practice. Therefore, this class relies heavily on active participation. In-class games, activities, group work, and short speeches are assigned weekly. You are expected to participate respectfully and professionally. Bad attitudes, disruptive language or behavior, or lack of participation will result in point deduction and/or dismissal from the class.

Academic Dishonesty

LBCC is dedicated to maintaining an optimal learning environment and insists upon academic honesty. To uphold the academic integrity of the institution, all members of the academic community, faculty, staff and students alike, must assume responsibility for providing an educational environment of the highest standards characterized by a spirit of academic honesty. Accordingly, if you exchange information with another student during an exam, use unauthorized sources during an exam, and/or submit someone else's work or ideas as your own in any of your assignments, you will receive an F for the assignment and may be subject to further discipline.

Center for Accessibility Resources (CFAR)

Individuals requiring accommodation due to a documented disability and/or personal hardship should meet with me during the first week of class. I will do my best to assist you, provided that it does not compromise the academic integrity of LBCC. Students with disabilities should contact the Center for Accessibility Resources at 541- 917-4789.

Nondiscrimination Policy

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws.

*** Speech dates and assignments are in bold. Complete these readings before the indicated class time. Please note that assignments, policies, and schedule are subject to change upon instructor's discretion***

Week	Day	Activity or Lecture	Readings/ Assignments
1	1	Course Introduction; Assign Partners	
	2	Understanding Public Communication; Partner Speeches	Ch. 1 & 2
2	1	<i>MLK Jr. Day – no school</i>	Ch. 5, 10, & 11
	2	Quiz 1 ; Pillars of Delivery	Ch. 16, 18, & 19
3	1	Self-Intro Prep	Rough Draft Due @Midnight
	2	Self-Intro Prep	
4	1	Self-Introduction Speech	Ch. 6, 8, & 13
	2	Self-Introduction Speech	
5	1	Quiz 2 ; Language; Informative prep	Ch. 17: only pp. 222 & 227-230
	2	Audience Analysis	Ch. 4, 7, & 9 Rough Draft Due Sunday @ Midnight
6	1	Informative Prep	
	2	Informative Speech; Peer Critiques	
7	1	Informative Speech; Peer Critiques	
	2	Informative Speech; Peer Critiques ; Assign Persuasion	

8	1	Quiz 3; Persuasion	Ch. 12 & 14
	2	Persuasion Prep	
9	1	Persuasion Prep	
	2	Persuasion Speech	Self Critique @ Midnight
10	1	Persuasive Speech	
	2	Persuasive Speech	
F	Special Occasion Speech. <i>See Final Schedule Grid</i>		