



COMM 111Z: Speech Communication

Instructor: Megan Denny

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Student Support Hours: T/TH 11:00 – 12:00 pm in-office (South Santiam Hall Room 208)
or virtually by appointment

Course Description

Welcome! COMM 111Z emphasizes developing communication skills by examining and demonstrating how self-awareness, audience, content, and occasion influence the creation and delivery of speeches and presentations.

According to the National Association of Colleges and Employers, written and verbal communication skills are the most desired quality in a prospective candidate, alongside leadership and teamwork. This course is designed to lay the groundwork for foundational communication skill building useful for any career path or aspiration.

Required readings: Valenzo III, J. M., Braden, S. W., Broeckelman-Post, M.A. (2016). *The Speaker's Primer (3rd ed.)*. Southlake, TX: Fountainhead Press. *Note: If you are unable to purchase the book, there are limited copies available in the library reserve to check out; the 2nd edition is also accepted for this course if the 3rd edition is unavailable.*

Class Details

When: T/TH 12:00 – 1:50 pm

CRN: 28349

Location: N. Santiam Hall/Room: 210

When: T/TH 2:30 – 4:20 pm

CRN: 28350

Location: Takena Hall/Room: 215

Important Dates

Our Class Begins: September 26th

Last Day to Add/Drop: October 2nd

Last Day to Withdraw: November 12th

No Class: November 23rd & November 30th

Fall Term Ends: December 8th

[Link to LBCC Calendar](#)

Course Design

Attendance & Communication Expectations: This is a face-to-face class meaning we will meet twice each week in-person. Attendance is factored into your final grade and part of your “class participation.” I take communication very seriously and expect you all to do the same! Unexpected life events happen, and things come up, but please aim to be transparent and try to keep me in the loop. I try my best to achieve work/life balance (and encourage you all to do so as well). This means I will not typically respond to emails past 5 pm on weekdays and avoid email altogether on weekends, however in most cases you can expect a response within 24 hours. You all will be responsible for asking questions as early as possible and seeking help well before a deadline. Of course, if there’s an emergency or major projects are due, I will make exceptions at my discretion.

Meet With Me: I am here to help you succeed in this course. My goal is to make this a positive learning experience for you. Here are some reasons you may want to meet with me this term during student support hours:

- Ask questions about assignments
- Discuss course readings
- Professional development/networking/internship or job applications
- Learn more about LBCC events or student groups
- Check in about your experience in public speaking
- Share resources for mental health support, etc.

Assignment Overview

- Attendance/Participation/Homework/In-Class Assignments (25 points)
- Speech: Dream Job (20 points)
- Speech: Informative (40 points)
- Speech: Persuasive (50 points)
- Speech: Shark Tank (35 points)
- Speech: Impromptu (20 points)
- Clock Talks (15 points)
- Classmate Critiques (15 points)
- Reflections (30 Points)

After I return your assignment, you have one week to discuss a grade with me. **I will not discuss grades after the one-week deadline.** I will not discuss grades via email or during class. If you would like to discuss your grade, please come talk to me during scheduled student support hours or by setting up an appointment with me. **There is absolutely no rounding up in this course or extra credit.**

Speaking Days: You must present speeches on the day you are assigned to speak. **If you miss class on a day, you have been assigned to speak, you will receive zero points for the speech and cannot make up points.**

Learning Outcomes

Oregon Learning Outcomes

As a result of taking General Education Speech/Oral Communication courses, a student should be able to:

- Develop messages for diverse audiences, purposes, and contexts.
- Identify and utilize skills to manage communication apprehension.
- Deliver and adapt speeches and/or presentations to live audiences.
- Evaluate public speeches, including their own, by identifying aspects of preparation, credibility, logic, and delivery.

LBCC Course Outcomes

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

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

Student Learning Objectives:

Students who pass this class will demonstrate the ability to:

- Research, organize and outline speeches
- Incorporate sound reasoning and evidence to support claims
- Apply critical thinking skills when evaluating speeches
- Adapt speeches to different audiences
- Apply ethical standards associated with public speaking
- Effectively deliver speeches with more confidence

Assignment Breakdown

This list provides an overview of assignments. Due dates and points may be adjusted if need be. More information for each assignment will be provided in-class.

Speech: Dream Job (20 points): This first speech will provide an introductory opportunity to explore public speaking techniques, get to know your classmates, and begin outline development. In pairs, you will develop a speech about your partner's "dream job" and discuss the qualifications of the individual to a "hiring committee" of your classmates.

Speech: Informative (40 points): Using informative speaking techniques discussed in class and in the readings, inform the audience about a topic you are interested in. Credible sources must be incorporated and cited orally and on your outline. Must use a visual aid.

Speech: Persuasive (50 points): Using persuasive speaking techniques discussed in class and in the readings, develop a speech to persuade the audience towards a topic of your choosing. Credible sources must be incorporated and cited orally and on your outline. Must use a visual aid.

Speech: Shark Tank (35 points): Students will be put into groups of 3 – 4 to pitch an invention to the rest of the class "the sharks". With your team, you will develop an idea and utilize persuasive speech techniques to briefly explain your product, service, or process and persuade the investors to act on your proposal.

Speech: Impromptu (20 points): You will practice impromptu speaking techniques by developing a short special occasion speech. You will have time in class to prepare and deliver the speech. No advanced prep needed.

Clock Talks (15 points; 5 points each): To become more comfortable with public speaking, you will be asked to give three "mini" speeches throughout the term. These speeches are designed to be informal and short in nature (1-2 minutes max). **Clock Talk points cannot be made up.**

Classmate speech critiques (15 points; 5 points each): Part of becoming a stronger public speaker is being able to recognize positive techniques from other speakers as well as opportunities for improvement. You will be asked to critique three of your classmates' speeches throughout the term. **You will be assigned days to critique. If you miss a day you are assigned, you will receive a zero for that critique.**

Reflections (30 points; 10 points each): You will have 3 separate written reflections throughout the term. You must write a single-spaced 2-page paper reflecting on the topics. More information will be provided in class.

Participation (25 points): **These points cannot be made up and will take place in-class only.** Assignments may include (but are not limited to), in-class activities, reading discussions, attendance, workdays etc.

Total: 250 points

Classroom Expectations & Etiquette

Attendance and Participation: This class will involve hands-on learning and in-class activities; for this reason, your participation in each class is important. Students who miss class will find themselves unprepared for class discussion and assignments and will also lose out on opportunities to earn participation points. However, if you are unable to complete an assignment or come to class, be transparent and communicate to let me know ASAP to create an alternate plan.

Illness: If you are ill and unable to attend class, please email me ahead of time and catch up on any work or assignments you miss.

Be Kind & Professional: Students are asked to be respectful and professional in class. I expect everyone to approach this course as you would your professional life, and that you be respectful and professional in every way. This also includes:

- Setting all personal electronic devices to mute and refraining from using them in class (unless permission is granted).
- Respecting your teachers and peers in our classroom and in all communications.
- Arriving to class on time and turning in assignments on time.

Be Respectful: We will be discussing course content both in class and online in the form of professional development and peer review. In all communications, you are responsible for interacting appropriately with others. No harsh or disrespectful language, finger-pointing or personal attacks. Also avoid sarcasm in any written communications – it is difficult to convey and interpret through written text. It is best to be clear and direct.

Be a Helper: Share resources with your classmates, answer questions, and generally help us create a positive learning environment for everyone. You are not competing with anyone in class for your grade.

Be Self-Sufficient: Have a question? Consult our resources first (our syllabus, Moodle, classmates, Google, etc.), then feel free to contact me or make an appointment.

Communication:

Class announcements will be communicated through the Moodle system; please have Moodle linked to an email you check daily. I am available by email at dennenm@linnbenton.edu. If you need to make a one-on-one appointment, please use (calendly.com/mdenny) or drop by my office during student support hours. Communication is essential in this course as I can help if we address any issues or concerns as soon as possible. I am here to make this a positive learning environment and look forward to reviewing your work. I will try my best to respond to all emails or Moodle messages in a timely manner (typically within 24 hours). However, I take my work/life balance seriously and will rarely respond to email on weekends unless it is an emergency. Please do not wait until the last minute to ask me to review your work as I will not do so if it is not submitted within a reasonable time.

Class Policies

Late Work: Late assignments will not be accepted and will receive an automatic zero.

Attendance: To improve your public speaking abilities, simply reading from a textbook and/or looking at PowerPoint slides is insufficient. Instead, textbook/lecture slides are taught in conjunction with group activities, discussion, and in-class speeches. While you are adults and can decide whether or not to attend class, frequent lack of attendance negatively impacts both your own and your classmates' learning. Therefore, students are allowed to miss only two days of class. **Thereafter, your final grade will be lowered by five points for each additional day you miss class.**

Tardiness (regular class days): Being on time to class is incredibly important as we go over important announcements in the first few minutes of class as well as start lecture, activities, and speeches. Arriving late is very disruptive to other students' learning. **As a result, if you are late by more than 10 minutes, you will be marked as tardy. Two tardies equal one absence.**

Tardiness (speech days): Arriving late on speech days is incredibly disruptive and unfair to the students that arrived on time. On speech days, the classroom door will be shut and locked five minutes after the start of class. **You will not be permitted to enter the classroom after this point.** This means if you are assigned to speak or critique on a day you are late, you will receive a zero for that assignment.

Cell/Media Phone Policy: While internet and cell phone access have become a regular part of our culture, I expect you to silence your mobile devices during the duration of class out of respect for myself and your classmates. If you are expecting an urgent phone call/text, please notify me before class and excuse yourself from the room when responding. **If I see you utilizing your phone during a speech, you will automatically lose one grade level on your speech.**

Note Taking Policy: As this is a college course, note taking is expected. While lecture slides are available on Moodle, content on my slides is minimal and examples are often given orally and not listed on the slides. To do well in this course, it is imperative you take notes and write down examples I give throughout the term.

Laptops should only be used for notetaking and/or in-class workdays. Please refrain from visiting any websites that are not related to the class (including social media) and/or working on homework for other classes.

Classroom Culture: Public speaking is a very realistic fear for many people. While it may not be a fear of yours, keep in mind it could be a fear of others. Therefore, please give your classmates your 100% attention and support during speeches. Side conversations, rudeness, insincere laughing, and cell phone usage will not be tolerated.

Honor Code: 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, or submit someone else's work or ideas as your own in any of your assignments, you will receive an F for the exam/assignment and may be subject to further discipline.

Equal Opportunity and Non-Discrimination 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.

Pronouns & Names: To provide an optimal learning environment for all students, creating a safe space is imperative. If you identify with a particular pronoun/name not represented on the class roster, please feel free to send me an email or come and discuss it with me in-person so I can be sure to recognize this. Your learning and identity are important to me.

Roadrunner Resource Center: Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Roadrunner Resource Center for support (resources@linnbenton.edu, or visit www.linnbenton.edu/RRC under Student Support for Current Students). This office can help students get connected to resources to help. Furthermore, please notify me if you are comfortable in doing so. This will enable me to provide any resources that they may possess.

Childcare Conflicts: I understand the unforeseen disruption in childcare often puts students that are parents in a position of having to miss class to stay home with a child. If this is something you are experiencing, please talk to me and we can figure out a solution.

Disability and Access Statement: Students who may need accommodations due to documented disabilities, who have medical information which the instructor should know, or who need special arrangements in an emergency should speak with their instructor during the first week of class. If you believe you may need accommodations but are not yet registered with Accessibility Resources, please visit their website at www.linnbenton.edu/accessibilityresources for steps on how to apply for services or call (541) 917-4789.

Syllabus: The instructor reserves the right to make changes to the syllabus throughout the term at any time. Any revisions will be communicated to students and re-uploaded to Moodle in a timely manner. This could include deadlines, readings, assignments, and topics discussed throughout the term.

Grading Criteria

Grading: Grades will be assigned based upon points earned in all assignments:

A	=	200 - 180 points
B	=	179 - 160 points
C	=	159 - 140 points
D	=	139 - 120 points
F	=	Below 120 points

Writing Guidelines: All written assignments for this class must follow APA guidelines. This means papers should be written in 12 point, Times New Roman font, be double-spaced, and have 1-inch margins. All reference pages and citations should also follow APA guidelines. Failure to follow APA will result in a deduction of points.

For help with APA, visit: <https://owl.english.purdue.edu/owl/resource/560/01/> or Google Purdue APA Owl.

Course Schedule

Week One	Topics	Due
Tuesday, September 26	Syllabus Introductions Course & Assignment Overview Speech Anxiety	Review Syllabus Before Class Optional: Read Chapter 2 “Tell Me about Yourself” via Moodle
Thursday, September 28	Understanding Public Communication Culture, Diversity, Ethics and Understanding Your Audience Assign Dream Job Speech	Read Chapters 1, 3 & 6
Week Two	Topics	Due
Tuesday, October 3	Organizing & Outlining Introductions, Transitions, Conclusions Topic Selection	Read Chapters 7, 12 & 13 Clock Talk #1
Thursday, October 5	Language Delivery Practice, Practice, Practice	Read Chapters 19, 20 & 21 Reflection #1: Famous Speech Critique
Week Three	Topics	Due
Tuesday, October 10	Speaking Environment Presentation Aids Dream Job Speech Workshop	Read Chapters 5, 11 & 18

Thursday, October 12	Speech Day Assign Informative Speech	Dream Job Speeches
Week Four	Topics	Due
Tuesday, October 17	Reasoning Research Informative Speeches	Read Chapters 8, 14 & 15
Thursday, October 19	Informative Speech Workshop	Clock Talk #2
Week Five	Topics	Due
Tuesday, October 24	Speech Day pt. 1	Informative Speeches
Thursday, October 26	Speech Day pt. 2 Assign Persuasive Speech	Informative Speeches
Week Six	Topics	Due
Tuesday, October 31	Persuasive Speaking	Read Chapter 16 Clock Talk #3
Thursday, November 2	Persuasive Speech Workshop	
Week Seven	Topics	Due
Tuesday, November 7	Speech Day pt. 1	Persuasive Speeches
Thursday, November 9	Speech Day pt. 2 Assign Shark Tank Speech	Persuasive Speeches
Week Eight	Topics	Due
Tuesday, November 14	Group Presentations	Read Chapters 17 & 22

	Commemorative Speeches	
Thursday, November 16	Shark Tank Speech Workshop	Reflection #2: Speaker Event
Week Nine	Topics	Due
Tuesday, November 21	Speech Day	Shark Tank Speeches
Thursday, November 23	NO CLASS! - Thanksgiving Break	
Week Ten	Topics	Due
Tuesday, November 28	Impromptu Speech Workshop/Speech Day	Impromptu Speeches
Thursday, November 30	NO CLASS!	
Finals Week	Topics	Due
Tuesday, December 5	Virtual Workday/Makeup Day	Reflection #3: Recorded Speech
Thursday, December 7	Virtual Workday/Makeup Day	All Makeup Work Due