GOALS
The goal of this course is to make you a better public speaker. We will begin with the basic fundamental principles of public speaking and continue with the different types of speeches. When completing this course you will have been exposed to all of the important elements needed to prepare and give a good speech.

STUDENT LEARNING OUTCOMES:
1. Demonstrate understanding of the terminology and principles of public speaking through the production and performance of oral presentations and chapter quizzes.
2. Create and deliver informative and persuasive oral presentations which incorporate elements of effective public speaking as identified through classroom lectures and assigned readings
3. Utilize listening skills in critically assessing speeches presented by other speakers.

TEXT

POLICIES

Attendance: You are allowed three absences without penalty. You choose whether to come to class for lecture or not; however I choose which classes will have assignments due at the end of class. These assignments will be for a grade and cannot be made up later. This means that if you are absent on a day when an in-class assignment is due you will get a zero for that assignment. It is important to attend lecture as it is then that I will teach you the requirements for a speech. I will also cover material that you will be tested over. You are allowed only three absences. Beginning on the fourth absence I will deduct 10 points for each additional absence from your final grade. An attendance sheet will be passed around at the beginning of each class day. It will be your responsibility to sign it on your assigned number.

Being late to class/leaving early: If on three or more occasions you are tardy or you leave early you will lose an additional 10 points off of your final grade. Total possible points for this class is 1000. Please note that I will pick up the attendance sheet 10 minutes after class starts. The reason for this policy is that being late or leaving early on speech days is a distraction to others. Also you risk missing important announcements about class assignments that will be given either before or after class. Lastly, you may miss out on signing the attendance sheet.
Speech Dates: Your speeches dates are assigned alphabetically, therefore it is imperative that you present your speech on that day. If you are absent on your designated speech days you will receive an automatic zero.

Please note: I understand that emergencies will arise; however few exceptions will be made and documentation will be required for those exceptions. Come talk to me beforehand about any problems that you are having. If I make an exception a two letter grade deduction penalty will most likely apply. Also I will not accept late work so make arrangements if you know in advance that you will be absent!

The following are not considered emergencies or acceptable excuses: My printer didn’t work, it just quit at the last moment. I’m going on vacation with my parents. My computer just died on me. My flashdrive didn’t work. I got off of work late. My mom, dad, guardian, sibling, roommate, etc was supposed to bring it etc., etc., etc. In short car trouble, electronic problems, lost/stolen materials, previous appointments, large work load or school load, etc. are not acceptable excuses.

Assignments: All assignments due must be typed. I will not accept handwritten assignments.

Exams: If you are absent on exam days you will receive an automatic zero. Students who will be absent on exam days because of an athletic or other excused school sponsored activity will require proper documentation and will also be expected to take the exam before their planned absence.

Notice to Students with Disabilities: Texas A&M University-Corpus Christi complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you suspect that you may have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Services for Students with Disabilities Office, located in Driftwood 101, at 825-5816. If you need disability accommodations in this class, please see me as soon as possible.

Participation/Listening: Be prepared to contribute to class discussion by having read the material to be covered prior to each class. Be respectful of others when they are talking or giving their speeches. By listening carefully to your classmates speeches you will be able to give thoughtful feedback. If class discussions is lacking, quizzes over the readings will be added.

Academic Integrity and Dishonesty: Students are expected to “demonstrate a high level of maturity, self-direction and ability to manage their own affairs” and to “conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.)”

Plagiarism will not be tolerated! You must properly cite ideas that where not originally your own as stated in the Texas A&M University-Corpus Christi Catalog.

Grade Appeal Process: As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the
A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. If the problem cannot be resolved at this level, the student may take the steps below.

1. Presentation of grievance to instructor. (This step must be taken within fourteen calendar days after the beginning of the next term.)
2. Appeal to department chair or area coordinator.
3. Written appeal to the University Academic Standards Grievance Committee.
4. Preliminary review and advising by an ombudsman appointed by the Provost.
5. Submission of file by department chair to the chair of the University Academic Standards Grievance Committee.
6. Review of file by committee chair and submission of case to committee.
7. Proceedings of the University Academic Standards Grievance Committee. (Committee holds hearing, reviews data, presents findings to all parties, and makes recommendation to Provost.)
8. Decision by Provost.
9. Final appeal in writing to the Provost if student or instructor thinks appropriate procedures have not been followed.

For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.htm. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

**Academic Advising:** The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. The College's Academic Advising Center is located in Driftwood 203E, and can be reached at 825-3466.

**GRADING**

**Assignment Values:**

- Informative Speech 200
- Outline Assignment 25
- Special Occasion Speech 50
- Persuasive Speech 250
- Jackpot Speech 25
- Demonstration Speech 200
- Exams 200
- Class assignments 50

There will be 1000 possible points.

A=900-1000
B=800-899
C=700-799
D=600-699
F=500 or fewer
Informative Speech

All topics are to be pre-approved for this speech. The purpose of this speech is to inform the audience about a given topic. Make sure that you develop a well organized speech. When choosing your topic be sure that you can make it interesting for everyone in the audience. If you choose a topic that you know something about it will usually help your delivery. For this speech you are required to have three cited sources. The time limit for this speech is 5-7 minutes.

Special Occasion Speech

The purpose of this speech is to prepare and give a speech that would be required for a special occasion such as: a funeral, a wedding toast, when receiving an award like an Academy Award, etc. Use your imagination for this speech. The time limit is 2 minutes.

Persuasive Speech

All topics are to be pre-approved for this speech. In this speech your goal will be to persuade your audience. Choose a topic that you have strong feelings about. This will help you to give a more compelling persuasive speech. Make sure that you have appropriate language, appropriate appeals of emotion as well as sound reasoning for your persuasive speech. This speech will require five cited sources and has a time limit of 6-8 minutes.

Demonstration Speech

All topics are to be pre-approved for this speech. In this speech you will show a step-by-step demonstration of how something is done. Choose something that you do well. When choosing a topic make sure that it can be explained and demonstrated easily. Choosing a topic that is too complicated will affect your ability to give a good speech in the time limit you have. The time limit is 5-6 minutes.

Please note that a detailed explanation of each speech will be discussed in class. Also note that time limits on speeches may change and will be announced in class. Please be warned that it is imperative that speech limits be followed as short speeches or speeches longer than the speech time requirement has stiff penalties more on this will be addressed in class.

Also note that anyone reading their speeches and or speaking from a manuscript will be severely penalized. The purpose of this class is to speak extemporaneously.
SPRING 2014 PUBLIC SPEAKING SEMESTER CALENDAR
TUESDAY & THURSDAY CLASS

JANUARY
23 Thursday  Introduction to Course
28 Tuesday  Lecture Chapter 1 & 2
            Interview Introductions with partner
30 Thursday  Interview Introductions Presentations
            Lecture Chapters 3 & 4
            (Listening Exercise Worksheet Due Today)

FEBRUARY
4 Tuesday  Lecture 4 & 5  (Info Speech Topic Approval Due Today)
6 Thursday  Lecture Chapters 6 & 7  (Specific Purpose & Central Idea Due Today)
11 Tuesday  Lecture Chapter 8, & 9
13 Thursday  Lecture Chapter 10 & 17
18 Tuesday  SPECIAL OCCASION SPEECHES
20 Thursday  Lecture 11 & 14  (Complete Informative Speech Outlines due today!!!)
25 Tuesday  Lecture 12 & 13
27 Thursday  INFORMATIVE SPEECHES

MARCH
4 Tuesday  INFORMATIVE SPEECHES
6 Thursday  INFORMATIVE SPEECHES
11 Tuesday  SPRING BREAK
13 Thursday  SPRING BREAK
18 Tuesday  Exam Review  (Come prepared by reviewing your notes)
20 Thursday  EXAM 1
25 Tuesday  Lecture Chapter 15
27 Thursday  JACKPOT SPEECHES

APRIL
1 Tuesday  Lecture Chapter 16  (Persuasive Speech Topic Approval DUE)
3 Thursday  Persuasive Speech Intro & Conclusion Practice (Class Analysis due)
8 Tuesday   PERSUASIVE SPEECHES
10 Thursday  PERSUASIVE SPEECHES
15 Tuesday   PERSUASIVE SPEECHES
17 Thursday  PERSUASIVE SPEECHES
22 Tuesday   Lecture on Demonstration Speech (Demo topics due for approval)
24 Thursday  Work on Demonstration Speech Outlines in Class
29 Tuesday   DEMONSTRATION SPEECHES

MAY
1 Thursday   DEMONSTRATION SPEECHES
6 Tuesday    DEMONSTRATION SPEECHES

FINAL EXAM To Be Announced

*If any changes need to be made to this schedule I will let you know in class!*