PUBLIC SPEAKING
COMM-1315.014
FALL 2013
MWF 12-1250 p.m.
BH 201

Instructor: Kellie Smith
kellie.smith@tamucc.edu

Office & Office Phone: BH 366 ph: 825-5750
Office Hours TBD & by appointment

ALL COURSE CORRESPONDENCE WILL BE THROUGH BLACKBOARD.
I will respond to Blackboard messages in a timely manner during regular business hours (M-F 8-5)
Please do not send email to me unless Blackboard is down or in the case of an emergency.


Course Description: This course is an in-depth study of the art of public speaking and the tools employed by the
speaker to build his/her craft. Basic public speaking techniques and terminology will be emphasized. This is a
participation class. You will be required to attend, participate, and speak in front of others almost every day!

Student Learning Objectives:
Upon completion of this course, students who conscientiously perform their work will be able to:
1. Demonstrate understanding of the terminology and principles of public speaking.
2. Create and deliver informative and persuasive oral presentations which incorporate elements of effective
   public speaking.
3. Utilize listening skills in critically assessing speeches presented by other speakers.

Attendance Policy: According to the TAMUCC Undergraduate Catalog, “Students are held
responsible for attending class.” Attendance is expected and will be recorded every day. The course material is
fast-paced and condensed - and it is imperative that you attend. A speech schedule will be set at the beginning
of the semester and adhered to throughout the duration of the course. Make up speeches are not allowed unless
you have a credible documented excuse or a doctor’s note. For missed speeches, you will lose one letter
grade on that speech for each class period that you are not prepared to deliver.

There will be no make-ups on any assignments (including exams and speeches) except for students with
university-approved absences and medical excuses from a doctor. These students will have opportunities
to make-up missed work, but it is the student’s responsibility to see the instructor.

Students are allowed two unexcused absences without penalty. Students with more
than two unexcused absences will lose one percentage point off their final grade average for every unexcused
absence beyond the second.

For example, at the end of the course, Pat has earned 910 points, or a 91% average in the class. However, Pat had
five unexcused absences during the semester, which is three beyond the allowed. Pat will lose 3 percentage points
off the final grade, resulting in an 88%. Unexcused absences will affect your grade!

Classroom Participation: You are responsible for keeping up with the reading material and participating
actively in class. You are responsible for reading the materials BEFORE CLASS as indicated on the
syllabus, as students will be quizzed over the reading and will be expected to incorporate the concepts from
the text into their speeches.

Classroom Etiquette and Academic Integrity: As professors and students, we all want to
treat each other with respect. Examples of being disrespectful are talking on a cell phone or text messaging during
class; playing games on a computer or answering email; reading assignments for other courses; interrupting
students or the professor; talking when someone else is talking (student or professor); walking into the room and
disrupting a student when they are speaking; being overly argumentative in class with another student or professor; and using inappropriate language in class. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. If you arrive late for class and we are hearing student presentations, please remain outside and enter when the student/s have finished.

**Academic Honesty:** Students unaware of the university’s statement on academic honesty should review it in the Undergraduate Catalog or Student Handbook. Examples of academic dishonesty and plagiarism are using someone else’s ideas and not giving them credit; presenting a paper that is not originally yours; handing in assignments that are not originally yours; presenting facts or lifting ideas from sources without crediting the source; presenting falsified opinions and figures; and cheating on an exam. If you are uncertain as to what actions constitute plagiarism or dishonesty, please ask your professor. Students who violate the code of honesty in this class will receive a “0” on the assignment. Any student receiving more than one “0” for academic dishonesty or plagiarism will fail the course and may be expelled. Note: All violations of academic dishonesty are reported to the college dean and the Office of Student Affairs who maintains documentation of such offenses for at least 5 years.

**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.

**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.

**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 student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. 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.html](http://www.tamucc.edu/provost/university_rules/index.html). For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

**COURSE GRADE CALCULATION**

1. **Exams:** Two exams (75 points each) will be given during the semester and will be equally weighted. Format of the exam will be multiple choice, **DELIVERED THROUGH BLACKBOARD**, and will cover the key terms and concepts discussed in the text book. Students are responsible for reading the text and keeping up with the reading assignments through the semester, as reading quizzes will be also calculated in to the final grade. Class time will primarily be devoted to speeches and preparation of speeches.

2. **Reading Quizzes:** Reading quizzes (25 points each) will be assigned during class time through the semester. Each reading quiz is equally weighted and will cover several chapters of text!
3. **Graded Major Speeches (Personal, Informative & Persuasive):** Students will deliver three major graded speeches during the semester. Each of these speeches (the speech alone) is worth 150 points. Other components of these speeches add to the weight of your major speeches, which ultimately amount to 22.5% of your total grade (per major speech) as outlined below:

**ALL MAJOR SPEECHES WILL REQUIRE A VISUAL MEDIA ACCOMPANIMENT.** (PowerPoint, Prezi, etc) In addition to the quality of your speech attributing to your speech grade, you must provide a quality presentation which will account for 25 points per speech.

**ALL SPEECHES WILL REQUIRE AN OUTLINE AND BIBLIOGRAPHY** (WORTH 25 points each per major speech). The outline and bibliography must be turned in via Blackboard BEFORE CLASS BEGINS of the day that you are scheduled to give your major speech. Credit will not be given to late supplemental materials. It is your responsibility to PLAN AHEAD and TURN IN YOUR ASSIGNMENT ON TIME!

ALL SUPPLEMENTAL MATERIAL WILL BE TURNED IN VIA BLACKBOARD UNDER THE “DISCUSSION FORUM” TAB. YOU WILL SEE A NEW THREAD FOR EACH ASSIGNMENT PER GROUP:

Therefore each major speech 
Plus Visual Aides (turned in on Bb) 
Plus Bibliography (turned in on Bb) 
Plus Outline (turned in on Bb) 

**225 POINTS PER SPEECH!**

**PERSUASIVE SPEECHES MAY BE PRESENTED INDIVIDUALLY OR AS A GROUP.**

4. **Mini Speeches:** Five mini speeches (20 points each) will be delivered throughout the semester to keep students accustomed to speaking in front of their peers. These are very short but do contribute to your overall grade and must be taken seriously! MINI SPEECHES CAN NOT BE MADE UP!
<table>
<thead>
<tr>
<th>Dates TBD</th>
<th><strong>Classroom Assignment</strong></th>
<th><strong>Homework/ Prep for Next Class</strong></th>
</tr>
</thead>
</table>
|           | **Introductions, Syllabus, Mini Speech introduction**  
**Sign Up For Semester Speech Schedule**  
**The King’s Speech** | **Study For Syllabus & Reading Quiz**  
**Read Chapters 1,4,9,10,11,14**  
**Prepare Mini Speech #1 & #2**  
**Prepare Outline for Personal Speech** |
|           | **Intro to Personal Speeches** |                                  |
|           | **SYLLABUS & READING QUIZ**  
(chapters 1,4,9,10,11,14)  
**Mini-speech #1 & #2**  
**PRACTICE PERSONAL SPEECH INTRODUCTION & PREVIEW STATEMENT** | **Prepare Personal Speech**  
Be sure to SUBMIT OUTLINE, BIBLIOGRAPHY AND VISUAL AID TO BLACKBOARD BY 6:00 p.m. the day your Personal speech is due!!! |
|           | **PERSONAL SPEECHES: GROUP A**  
Supplemental materials due on Bb by 6:00 p.m.!!! |                                  |
|           | **PERSONAL SPEECHES: GROUP B**  
Supplemental materials due on Bb by 6:00 p.m.!!! | **Prepare Mini Speech #3 and #4**  
**READ: Chapters 5,6,7,8,15** |
|           | **READING QUIZ:**  
(Chapters 5,6,7,8,15)  
**Mini Speech #3 & #4**  
**Review Personal Speeches,**  
**Intro to Informative Speeches** | **MIDTERM DUE Friday at 11:59 p.m.**  
Be sure to SUBMIT OUTLINE, BIBLIOGRAPHY AND VISUAL AID TO BLACKBOARD BY 6:00 p.m. the day your Informative speech is due!!! |
|           | **INFORMATIVE SPEECHES: GROUP A**  
Supplemental materials due on Bb by 6:00 p.m.!!! | **Prepare Mini Speech #5!**  
**Read Chapter 12,13, 16, 17,** |
|           | **INFORMATIVE SPEECHES: GROUP B**  
Supplemental materials due on Bb by 6:00 p.m.!!! |                                  |
|           | **READING QUIZ**  
(Chapters 12,13,16,17)  
**Mini Speech #5**  
**Students will work in groups during this time to prepare their group persuasive speeches.** | **Read Chapter 2, 3**  
Be sure to SUBMIT OUTLINE, BIBLIOGRAPHY AND VISUAL AID TO BLACKBOARD BY 6:00 p.m. the day your Persuasive speech is due!!! |
|           | **PERSUASIVE SPEECHES**  
Supplemental materials due on Bb by 6:00 p.m.!!! |                                  |
|           | **Final Exam Due on Blackboard by 11:59 p.m.** |                                  |
COMM 1315
MINI SPEECHES

Mini Speech #1: Intro with Object
THIS MINI SPEECH REQUIRES A POWER POINT OR PREZI
Proper use of PowerPoint can enhance an effective presentation. Improper use can ruin an otherwise effective speech. Therefore, it is important to learn how to use PowerPoint properly. For this assignment you will present a mini speech that includes between 1 to 3 slides while also giving your classmates an opportunity to know you better. The speech should last 1 to 2 minutes. Choose an object and tell at least two ways you are similar to the object and at least two ways you are different. Remember that the point is to help your classmates to get to know you better, so please don’t state the obvious.

Mini Speech #2: The 'Ah' Game
NO POWERPOINT OR PREZI REQUIRED
Students will pull a topic out of an envelope and speak for 1 min on that topic without saying 'ah' -- or any other type of vocalized pause. For example: 'like,' and 'you know.' To prepare for this speech, all you need to do is get a good night's rest and eat a little something before class. If you have taken care of yourself physically, it will be easier to think quickly on your feet! Sample Topics: Movies, TAMUCC, Crayons, Music, Fashion, Dogs, etc.

Mini Speech #3: Birthday Citation
THIS MINI SPEECH REQUIRES A POWER POINT OR PREZI
Providing credible information is the basis of any well designed speech. Therefore, you must learn to properly cite sources during your speeches. While providing lengthy citations can be cumbersome in a speech, you still need to tell the audience where you obtained information, quotes, etc., that are not your own. This not only adds to your credibility as a speaker, but it also ensures that you are not plagiarizing others’ material (which could cause you to fail the course). Remember, failing to cite material when using ideas, facts, etc., that are not your own counts as plagiarism. Your topic for this assignment is the day/date you were born. You must present TWO credible sources informing on this topic. You must have one statistic, one direct quotation and one passage of information you will paraphrase. You will then give a brief (1 – 2 minute) presentation that incorporates all three citations. Per student request, you can provide information from ANY year… as long as it happened on your birth date. Note: you will not have to turn in a bibliography. We will base this one on the honor code, but you MUST turn one in for the Informative AND persuasive speech.

COURSE ASSIGNMENT

<table>
<thead>
<tr>
<th>COURSE ASSIGNMENT</th>
<th>WEIGHT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Speech</td>
<td>150 points</td>
</tr>
<tr>
<td>Informative Speech</td>
<td>150 points</td>
</tr>
<tr>
<td>Persuasive Speech</td>
<td>150 points</td>
</tr>
<tr>
<td>POWERPOINT for Speeches (25 points per speech)</td>
<td>75 points</td>
</tr>
<tr>
<td>OUTLINE for Major Speeches (25 points per speech)</td>
<td>75 points</td>
</tr>
<tr>
<td>BIBLIOGRAPHY for Major Speeches (25 points per speech)</td>
<td>75 points</td>
</tr>
<tr>
<td>Mini Speeches (5 speeches @ 20 points each)</td>
<td>100 points</td>
</tr>
<tr>
<td>Reading Quizzes (5 quizzes @ 15 points each)</td>
<td>75 points</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>75 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>75 points</td>
</tr>
</tbody>
</table>

COMM 1315
Mini Speech #4: Tell a Story
THIS MINI SPEECH REQUIRES A POWER POINT OR PREZI
Tell a story that is about 1 to 2 minutes in length. It can be from personal experience, something you have read or seen on tv or something you know that has happened to a friend or an acquaintance. Remember to use vivid, illustrative language so that the audience can actually 'see' or imagine what occurred as you are speaking. Also, practice telling the story beforehand. It is best that it's not memorized; however, it is important to practice telling the story (out loud!) for overall effectiveness. Remember the importance of the delivery, too. Practice using effective vocal variety, changing the rate where necessary and incorporating pauses for dramatic effect. The story can be be serious or humorous and it can be about anything as long as it is not offensive to anyone (Rated PG :) Also remember that to be most successful in this course, you want to -- just like all areas of life, really -- plan for the future! In other words, if you have a personal story or a story you are familiar with that could potentially be related to one of your GRADED speech topics.... SAVE IT! Don't use it for the mini-speech! Take the time to find another story for the mini-speech.

Mini Speech #5: Give me the Quarters!
THIS MINI SPEECH REQUIRES A POWER POINT OR PREZI
For this assignment, you must bring a quarter to class. Students will put all quarters in a pile. In 1 to 2 minutes, each speaker will attempt to persuade the class to give him/her ALL of the quarters by applying the persuasive speaking methods and strategies discussed in class and in the textbook. After all speakers have spoken, each person will vote to determine who will win the pile of quarters.