PUBLIC SPEAKING
Maymester, 2015

MTWR 8:00 a.m. – 11:45 a.m.
Bay Hall 128

Ruth Aipperspach, Instructor
Office: Bay Hall, Room 222-B

Office Hours:
Ruth.aipperspach@tamucc.edu
825 – 2586
MTR 12:00 – 1:00 p.m. (each day).
Wednesday 12 - 2:00 p.m.
Or by appointment

COURSE DESCRIPTION: Research, composition, organization, and delivery of speeches for various purposes and occasions with emphasis on listener analysis and on informative and persuasive techniques. Satisfies the University core curriculum requirement in oral communication

COURSE MATERIALS:
Note cards (3x5 or 4x6)
2 Blue Books for exams
1 folder with pockets & name on the front

GOALS:
1. Students will recognize and demonstrate communication skills based on instruction and discussion.
2. These skills acknowledge that effective human communication is a process of selecting, sorting, and sending of symbols to help a listener elicit comprehension.
3. Students will present speeches to inform and to persuade.
4. Students will differentiate between and use the organizational criteria required to effectively fulfill the purpose of the individual speeches.

STUDENT LEARNING OUTCOMES:
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: This course is part of the University core curriculum, and it is both a performance and participatory class. Absences for medical, work-related (i.e. attending seminars, workshops, etc.) emergency situations with documentation will be excused; otherwise three or more absences (including tardiness and leaving class early) will incur a three point deduction off the final grade.
CLASS METHODS:
1. Class lectures, discussion, written and oral assignments, 3 mini exams and final exam, Library search, one Audience analysis and speech presentations.
2. Handwritten copy will not be accepted unless indicated otherwise by the Instructor.
3. All assignments are due at the beginning of the class period shown on the syllabus for a grade. Any late assignments will be given a zero grade. Do not e-mail any assignments. They will not be graded. A hard copy must be turned in on the due date for a grade.
4. ON SCHEDULED MAJOR SPEECH DAYS: Students will sign up in advance, so there will be no make-up presentations, other than for emergencies. Documentation must be given to the Instructor during that round of speeches. Any student missing a speech (work-related schedules or other reasons) will receive a zero grade.
5. If a student misses an exam, please notify the Instructor within 24 hours. No exams will be given in advance of the date as shown on the Syllabus.
6. SPEECHES include icebreakers, and three major speeches (1) Demonstration (2) Information, (3) Persuasion. All topics must be approved by the Instructor; Do this 1-2 class periods before your Presentation.
7. (a) A one-minute ‘grace’ period exceeding the time limit is allowed, otherwise 10 points will be deducted from the speech grade; similarly 10 point deduction if the minimum time limit is not met. (This is for the three major speeches)
(b) All speeches will be researched-based and given extemporaneously using note cards;
(c) Students will write peer critiques on fellow students for the three major speeches. Up to 6 points are given per speech round for critiquing.
(d) Refrain from chewing gum and wearing a cap or hat during speech presentations. Also, dress is important in all speech situations.

Grading: (see breakdown on separate grade sheet)
(1) Speeches, Topic Declaration Pages, Visual aids 50%
(2) 3 Exams & Final Exam ................................. 25%
(3) Critiquing 3 major speeches, Library Search;
   1 Audience Analysis ................................. 25%

(A = 100-90; B =80-89; C=79-70; D=69-60; F=59— (don’t ask)
NOTE:

1) To avoid distractions in the classroom at all times, please turn off cellular phones and other electronic devices at the beginning of every class and put them out of sight. These are a distraction to both speakers and the Instructor. If a student’s cell phone causes a distraction during a speech presentation, that student will incur a three point deduction off his/her speech grade.

2) Do not check your phone during class, and don’t leave the classroom to make or answer a call. That can wait until you leave the room at the end of the class period.

3) Anyone using a Laptop or tablet for reading the textbook on-line, or notetaking must sit close to the front row to avoid distractions. Please inform the Instructor.

4) During exams, turn off cell phones and/or other electronic devices. If anyone uses a cell phone or other equipment during an exam, the instructor will remove that student’s exam and consider it finished.

5) DO NOT BRING FOOD OR DRINK INTO THE CLASSROOM

6) Refrain from using e-cigarettes or other tobacco-related products in the classroom

7) Preferred method of scholarly citations where appropriate will be MLA style.

ACADEMIC INTEGRITY/PLAGIARISM  University students are expected 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, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work). In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a zero.

CLASSROOM/PROFESSIONAL BEHAVIOR:  Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. 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. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.
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. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit System. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Driftwood #203. For more information please call 361-825-3466.

Disabilities Accommodations:
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus please contact the Disability Services office for assistance at (361) 825-5816.

DROPPING A CLASS; I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. (……………….) is the last day to drop a course with an automatic grade of “W” this term.

Grade Appeals Process: Students who feel that they have not been held to appropriate academic standards as outlined in this class Syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website http://cla.tamucc.edu/students/studentinfo.html. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s Office.
Statement of Academic Continuity
In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University-Corpus Christi, this course would continue through the use of Blackboard and email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e. emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

All students are encouraged to sign up for an Islander email account. Islander email is critical for university communication in any weather-related situations, or other emergencies. Students may contact the Instructor by phone, Islander email, or visit in my office in Bay Hall, 222-B

SYLLABUS

May 14  R  Introduction to speaking in Public (ch. 1)
Ethics and Public Speaking (ch 2)
Delivery (ch. 13)
**Introduction speech – up to 90 seconds**

Topic selection (ch.5) + handouts
Audiences (ch. 6)
Introduction to sources (ch. 7)

Introduction to Demonstration Speech (5-8 min). (ch. 15, pp.286-287))
Sign up for Demonstration Speech schedule
+ in-class assignments

May 18  M  *** Test I over chapters 1,2,13 (Blue Book)
5-8 min. Demonstration Speech (half the class)
Turn in the TOPIC DECLARATION Page in your folder

Introduce Information Speech (5-8 min) (ch. 15)
Organizational patterns
Sources (ch. 7)
Explain and assign Library Search with annotated bibliography) to be completed by Wednesday class (ch 7-8) See p. 135
May 19 T  **Test # II** (ch. 5-6) (Blue Book)
5-8 min. Demonstration Speech (half the class)
Turn in the TOPIC DECLARATION Page in your folder

Preparation for Information speech (5-8 min) (ch. 15)
Support materials (ch 8)
Organization, Introductions and Conclusions (ch 9, 10, 11)
In-class assignments on outlines, support material
Sign up for Information Speech Schedule

May 20 W  ***Test III*** over chapters 7,8,9 (Blue Book)

Information speech preparation with handouts and assignments
Report on Library search with annotated bibliography and show how to integrate sources into a speech (Refer to pp. 159-161)

May 21 R  5-8 min. INFORMATION SPEECH (half the class)
Optional: you may include 2 slides; no video
TOPIC DECLARATION PAGE in your folder

Introduction to Persuasion Speech 5-8 min. (ch. 16-17)
Discuss persuasive patterns and topics.
Introduce Persuasive Audience analysis to have ready for next Tuesday’s class (Refer to p. 117)
In-class assignments
Sign up for speech presentation

May 25 M  Memorial Day – no class
May 26 T 5-8 min. INFORMATION SPEECH (half the class)  
Optional: you may include 2 slides; no video

All students give Persuasive Audience Analysis to 8 students and then
Go through criteria to tabulate responses (see Lucas p. 111-113)
Students work on tabulating results and paragraph assessment in class
Discuss visual aids and Powerpoint guidelines (ch. 14) fallacies ch. 17

May 27 W 5-8 min. PERSUASIVE SPEECH + visual aid + Audience Analysis in
your folder (half the class)
If necessary, complete Persuasive Audience Analysis

May 28 R 5-8 min. PERSUASIVE SPEECH + visual aid + Audience Analysis in folder
(half the class)

Introduction to Special Speeches (graded in-class assignment)

May 29 F Final Exam (8 a.m. – 10:30 a.m.) Blue Book exam
(subjective and objective questions) (chapters 14--17)

(No exams will be given in advance of the Final Exam date and time as
scheduled on the TAMUCC Final Exam Schedule. Please schedule your travel
Plans including domestic and/or international flights after the examination time.
No exceptions)

This Syllabus describes the day to day class schedule. If any changes are made due to illness,
inclement weather, or other reasons, etc., the Instructor has the right to make alterations and
those changes will be announced in class.
See page 2 for grading breakdown
COMM -1315_005 COMPUTE YOUR OWN GRADES p.8
(R. Aipperspach)

SPEECHES (50%)

Introduction Speech (20) ____

DEMONSTRATION SPEECH (100) ____
- Topic Declaration, main steps, sources (10) ____

INFORMATION SPEECH
- Topic Declaration, main points, sources (10) ____
- Speech (100) ____
*** Optional 2 slides (10) ____ (factored in only if included in speech)

PERSUASION SPEECH
- Topic Declaration, main points, sources (10) ____
- Visual Aid(s) (20) ____
- Speech (100) ____

SPECIAL SPEECHES (20) ____

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IN-CLASS / OUT OF CLASS ASSIGNMENTS (25%)

Critique grade (Dem.speech) (6) ____
Critique grade (Inf. Speech) (6) ____
Critique grade (Pers. Speech) (6) ____
Library Search assignment (30) ____
Persuasive Audience Analysis (25) ____

EXAMS (25 %)
Exam #1 ____/50
Exam #2 ____/40
Exam #3 ____/40
Final Exam ____ / 100

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Refer to Syllabus for consequences of not participating in any Speech presentations and/or turning in assignments on due date.