COMM 1315.01 PUBLIC SPEAKING
MTWRF 3-5 pm.
Professor J. Don Luna
Office: Bay Hall #333, 825-5988
Office Hours: MTWR 2-3 pm or Friday by Appt.
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COURSE DESCRIPTION: This course is designed to provide both a practical introduction to the fundamental principles of public speaking and a forum for practicing public speaking skills. A primary objective of this course is to increase your confidence in your public speaking ability. Through a variety of instructional strategies—discussion, class workshops, readings, lectures, quizzes, tests and presentations—you will learn the processes by which effective speeches are conceived, prepared, and delivered.

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.

REQUIRED TEXT & GUIDEBOOK: The required textbook for this course is THE ART OF PUBLIC SPEAKING (8TH ED. Or later) Stephen Lucas Students are expected to keep current in the reading of the text and complete a chapter quiz on the material.

CHAPTER EXAMS will be drawn explicitly from the lectures.

ATTENDANCE/LATE ARRIVAL/EARLY DEPARTURE POLICY: Because this course emphasizes live performance as well as class discussion, attendance at all class sessions is imperative. (Can’t do public speaking without a "public.") Attendance will be checked at each class period. PLEASE realize that if you miss class the day you are expected to present a speech, turn in an assignment, or take an exam, you will not be allowed to make up that activity or present the speech on a subsequent date—NO EXCEPTIONS! The grade is ZERO! Verified medical or other emergencies are the only exceptions. If you do miss a class, it is your responsibility to get the information that was covered from one of your classmates. I will not repeat information covered in class for you if you are absent. The following policy will be enforced in this class:

MTWH Class:
(1) Your first excused absence is without penalty. Use this absence for illness and emergencies which may occur (cannot be taken when speeches are due).
(2) Your subsequent two absences will lower your final grade by a letter and each additional 2 absences will also reduce your grade.
(3) You must attend at least 60 minutes of class to be counted present.
As you can tell, I am serious about attendance. I expect you to be in class—as a speaker and as a supportive audience member for other’s presentations.

EQUITY STATEMENT: All persons, regardless of gender, age, class, race, religion, physical disability, sexual orientation, etc., shall have equal opportunity without harassment in this communication course. Any problems with or questions about harassment can be discussed confidentially with your instructor or with the department chair.

PLAGIARISM POLICY: Be forewarned: Plagiarism is grounds for probation and/or suspension from the university. **Any student caught cheating on an exam, using (plagiarizing) someone else’s speech topic, outline, or notes, or lifting information from sources without citing those sources** (another form of plagiarism) **may be given automatic "F" for the course.**

ASSIGNMENTS & EVALUATION: Each of the following assignments is thoroughly detailed in the provided guidebook. Also included is a critique sheet that will be used for evaluation. Information about exam reviews/study guides will be given in class.

**Grading Scale**

A 900-1000
B 800-899
C 700-799
D 600-699
F Below 600

3 min. Autobiographical Speech 20 pts.
3 min. Biographical Speech on a person in your Spanish home 120 pts.
4 page Audience Analysis Paper on fellow classmates 100 pts.
4-6 min. Informative Speech on a site in Vallodolid 300 pts.
Group Presentation: 5-7 min. Persuasive Speech on the Academic Excursion touring sites. 300 pts.

Chapter quizzes 160 pts.

TOTAL PTS. (possible) 1000 pts.

**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.

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.

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. 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.
TENTATIVE MTWHF CLASS SCHEDULE (Any changes to this schedule will be announced in class and it is the student’s responsibility to keep up with classroom announcements/notes/etc. even if absent.)

7/6 Syllabus Overview
Discussion: Properties of a good speaker
Properties of a good listener
Guidelines for a successful speech
View student speeches on DVD
Discuss Chapters 1 & 2
Assignment: Write an autobiographical speech according to the guidelines discussed in class. 2-3 minutes. Speech must be on 3X5 note cards and in outline format.

7/7 Take quiz on Chapters 1 & 2
Deliver autobiographical speeches
Class work: View student speeches on DVD and discuss
Discuss Chapters 3, 4, 5
Assignment: Write and prepare to deliver your biographical speech according to the guidelines discussed in class. 2–3 minutes Interview someone from your Spanish Home.
Biographical Speech must be on 3X5 note cards in outline format

7/8 Take quiz on Chapters 3, 4, 5
Deliver your biographical speeches in class
View informative speeches on DVD
Discuss Chapters 13, 14, 6 & 7
Assignment: Come to class with topics from Vallodolid for your informative speech assignment

7/9 Take quiz over Chapters 13, 14, 6, 7
Discuss Audience Analysis papers
Write audience analysis questionnaires in class
Assignment: Write and deliver speeches about Vallodolid 4-6 minutes on 3 X 5 notecards
7/10 Practice your Vallodolid speeches in class
Assignment: Vallodolid speeches to be delivered at the Study Abroad group meeting on Sunday.
Bring audience analysis questionnaires and distribute (don’t forget pens!)

Sunday: Study Abroad group meeting:
7/12 Deliver Informative Speeches
Hand out Audience Analysis questionnaires.
Speech must be on 3 X 5 notecards 4-6 minutes
Assignment:
Write out your results to the Audience Analysis questionnaires

7/13 Discuss Informative Speeches and Audience Analysis results
Discuss Chapters 8, 9, 10, 11, 12
Assignment: Quiz on 8, 9, 10, 11, 12

7/14 Take Quiz on Chapters 8, 9, 10, 11, 12
Discuss Chapters 15, 16. And Group projects
Assignment: Quiz on Chapters 15, 16

7/15 Take QUIZ on chapters 15, 16
Discuss Group projects and go to the library

7/16-17 Meet at the library
Assignment: Present group presentation for discussion

7/19 Sunday Study Group Assignment: Discuss Academic Excursion group presentations with colleagues for feedback.

7/20 Present group project to class for feedback.

7/21-22 Continued work on group presentations/Library?

7/23-24 Present group projects to class for final feedback

7/29-8/6 Presentation of group projects on the Excursion Bus Tour

8/7 Fly HOME!!!