Comm1315-W02 Public Speaking Syllabus
FALL 2017

Instructor: Esther Pais
Office Hours: Virtual office hours to be explained later
Email Address: esther.pais@tamucc.edu

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:
Student Learning Objectives:
1. Generate and communicate ideas by combining, changing, or reapplying existing information.
2. Develop, interpret, and express ideas through written communication.
3. Develop, interpret, and express ideas through oral communication.
4. Develop, interpret, and express ideas through visual communication.
5. Integrate different viewpoints as a member of a team.
6. Work with others to support and accomplish a shared goal.
7. Evaluate choices and actions, and relate consequences to decision making.

TEXT

Access code required for Connect!!! You may purchase a used textbook or an ebook, however you will be required to purchase the access code needed to use Connect online. Make sure that you activate your code through blackboard otherwise your grades on Connect will not transfer to Blackboard. Please wait till I send you information after class starts via blackboard announcement regarding how to activate.

POLICIES

Speech Dates: If you do not upload your speeches within the due dates you will receive an automatic zero for that speech. Do not wait until the last moment as technological or internet access issues will not be a valid excuse for late speeches. I do not accept late work!!!!

Please note: I understand that emergencies will arise; however few exceptions if any will be made and documentation will be required for those exceptions. Email me beforehand about any problems that you are having. If I make an exception a two-letter grade deduction penalty will most likely apply at my discretion.
All speeches must be uploaded on Connect using Speech Capture. More on this will be explained later on Blackboard

**Your major speeches (informative, persuasive, demonstration) will require an audience. It will be your responsibility to find minimally 3 people to have in your audience for these speeches.** They must be 16 or older. Also, it is imperative that you introduce them within a few seconds of your recording and before your speech begins. The introduction of your audience will not count toward your speech time requirements. While recording your speech you must partially show your audience during your speech as they watch and listen to you (refer to picture below more information will be found on blackboard).

![Image of a speaker addressing an audience](image)

In addition I need to see the majority of your body as you present while still being able to hear you and see your eye contact with your audience. Make sure that there is no other noise in the room during your recording such as TV, music, pets, children, loud environmental sounds that could be disruptive, etc. Do not make any cuts or edits to any of your videos since your speeches should be presented in one take and not cut and pasted to appear as one take. Please pay attention to the quality of your video. Dark, low quality, hard to hear, or blurry videos will be severely penalized.

**Penalties:**
Not having minimally 3 audience members 16 years or older will give you an **automatic ZERO. No exceptions!** This is a public speaking course and having an audience is required. Plan accordingly. No excuses will be accepted. (Example: they flaked at the last moment, my boyfriend had to work so I only have 2 people, I live alone, I am out of town and I don’t know anyone, my mom won’t listen to my speech, etc.) Please figure it out. Do not text me, call me, or email me about your failure to find 3 people. You have the due dates for your speeches so do
plan ahead. Don’t wait until the final day late at night and think that because your friends didn’t show up I will make an exception—I won’t. If this is going to be a problem for you I would encourage you to drop this course now. Last thing on that, the audience must be looking at you and listening to while you give your speech. You need to have their attention.

- Having children in the frame at anytime for any length of time 15 points off
- Distractions in the frame of any kind such as animals going in and out of frame, people walking around, the TV on (watching a show/movie) behind you even if muted 15 points off
- Background noise such as TV or radio, loud fans, or loud a/c vents etc in the background 10 points off (if it so loud that I can’t understand you the penalty will increase)
- Taking a video that is too far or too dark to see your facial expressions 20 points off
- A video that has the volume too low or is too hard to hear you clearly 20 points off
- A video that doesn’t follow the proper angle for recording your speech 20 points off
- Speeches that are too short will receive 10 points off for every 30 second interval up to the minimum time requirement.
- Miming to a pre-recorded audio file of yourself will result in a ZERO!!!
- If I have forgotten any I will let you know before each main speech.

Please note: Mini speeches will not require an audience and can be recorded from about the waist up.

Assignments: All assignments due must be typed. I will not accept handwritten assignments. **Do Not Email Any of Your Assignments to me! I will only grade assignments submitted via Blackboard. You must upload them on Blackboard before the deadline.**

Exams: You will receive an automatic zero if you do not take the exams or quizzes on their due dates so pay attention to due dates on your calendar.

Announcements: It is imperative that you promptly read all announcements that are sent out. It is the only way that you will stay current and informed of any potential changes in due dates, assignment additions and/or clarifications of assignments. You are responsible for those changes after the announcement is sent. Failure to read the announcements promptly could result in lower grades or even zeros for missed assignments. **Read the announcements; it is how I communicate with you!!!**

Skype: You are expected to meet with me on Skype for a “face-to-face” meeting. Our meetings will be short and will be by appointment. Stay tuned to the announcements for those meeting days. You will be allowed to choose your time from a set of open days and times that I appoint.

Participation: You are expected to participate in this class. This means that when an assignment calls for you to peer evaluate your classmates, or for you to give feedback to their discussions on the discussion forum you will do so. Skype meetings are included as part of your participation grade. Remember this is all part of where your participation grade comes from. Please do your part.
Discussion Forum Questions: I will provide a series of questions. Your answers should address all of the questions and you should expand on them. This is your opportunity to tell me and your classmates about your thoughts on said questions. If you turn in just a few sentences do not expect full credit. I expect to see thoughtful consideration on each. You are expected to comment on your classmates discussion responses as well so plan to be active on the discussion boards.

Some assignments may be worth just a minimal amounts of points; however those assignments add up. Each semester I see students miss a letter grade because they thought those small assignments wouldn’t be worth the effort so they continuously missed them. Don’t let that be you.

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 or log onto http://cla.tamucc.edu/advising/.

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 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.

Grade Appeals

As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, 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
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. For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s Office.

**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 ( ).

**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 your academic advisor, the Financial Aid Office, and me, before you decide to drop this course. 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 class with an automatic grade of “W” this term.

**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.

**Statement of Civility (can be in place of classroom/professional behavior)**

Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual
orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

**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/or 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.

**GRADING**

**Assignment Values:**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Informative Speech</td>
<td>150</td>
</tr>
<tr>
<td>Persuasive Speech</td>
<td>210</td>
</tr>
<tr>
<td>Demonstration Speech</td>
<td>150</td>
</tr>
<tr>
<td>Exams &amp; Quizzes</td>
<td>230</td>
</tr>
<tr>
<td>Assignments</td>
<td>185</td>
</tr>
<tr>
<td>Mini-speches</td>
<td>45</td>
</tr>
<tr>
<td>Participation</td>
<td>30</td>
</tr>
</tbody>
</table>

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 culture or co-culture that you are interested in. Make sure that you develop and organized the speech in a way that will be both informative and interesting. 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 in your complete outline. The time limit for this speech is 4-5 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 related to your field of study or your life long professional goals. This will help you to give a more compelling persuasive speech. Make sure that you use appropriate language, appropriate appeals of emotion as well as sound reasoning for you persuasive speech. This speech will require five cited sources in your complete outline and has a time limit of 4-5 minutes.

Demonstration Speech

All topics are to be pre-approved for this speech. In this speech you will present 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 and clearly. Choosing a topic that is too complicated will affect your ability to give a good speech in the time limit you have. This speech will require an outline, but no sources are required. The time limit is 3-4 minutes.

Mini Speeches: These short speeches do not require an audience and will be on different topics. Please refer to your calendar for due dates.

A detailed explanation of each speech will be addressed online before the speech is due. Also note that time limits on speeches may change and will be announced before the speeches are due as need be. 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 later. Also realize that anyone reading their speech and or speaking from a manuscript will be severely penalized. The purpose of this course is to speak extemporaneously.

Fall 2017 Assignment Calendar

<table>
<thead>
<tr>
<th>Due Dates</th>
<th>Assignments, Speeches, &amp; Exams</th>
<th>Located</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/31/17</td>
<td>Read Announcement to find 1st Assignment</td>
<td>BB</td>
</tr>
<tr>
<td>9/5</td>
<td>Discussion Topic 1</td>
<td>BB (Discussion Forum)</td>
</tr>
<tr>
<td>9/7</td>
<td>Mini Speech: Introduce Yourself</td>
<td>Upload on Connect</td>
</tr>
<tr>
<td>9/7</td>
<td>Info Speech Topic Due for Approval</td>
<td>BB (Wikis)</td>
</tr>
<tr>
<td>9/12</td>
<td>Specific Purpose &amp; Central Idea Due</td>
<td>Submit on BB</td>
</tr>
<tr>
<td>9/14</td>
<td>Complete Informative Speech Outline</td>
<td>Submit on BB</td>
</tr>
<tr>
<td>9/19</td>
<td>Connect Assignment:Chpt 11 Outline Exercise</td>
<td>Connect</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Platform/Location</td>
</tr>
<tr>
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<td>--------------------------------------------</td>
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</tr>
<tr>
<td>9/25-9/28</td>
<td>Informative Speeches</td>
<td>Upload on Connect</td>
</tr>
<tr>
<td>10/3</td>
<td>Discussion Topic 2</td>
<td>BB (Discussion Forum)</td>
</tr>
<tr>
<td>10/5</td>
<td>Exam 1 (Chapters 1-6 excluding chapter 4)</td>
<td>Connect</td>
</tr>
<tr>
<td>10/10</td>
<td>Mini Speech: Convince Us</td>
<td>Upload on Connect</td>
</tr>
<tr>
<td>10/12</td>
<td>Connect Assignment: Chpt 16 Assignment</td>
<td>Connect</td>
</tr>
<tr>
<td>10/17</td>
<td>Persuasive Speech Topic Due for Approval</td>
<td>BB (Wikis)</td>
</tr>
<tr>
<td>10/19</td>
<td>Chpt 16 Quiz</td>
<td>Connect</td>
</tr>
<tr>
<td>10/24</td>
<td>Discussion Topic 3</td>
<td>BB (Discussion Forum)</td>
</tr>
<tr>
<td>10/30-11/2</td>
<td>Persuasive Speeches</td>
<td>Upload on Connect</td>
</tr>
<tr>
<td>11/7</td>
<td>Exam 2 (Chapters 9-14 excluding chapter 11)</td>
<td>Connect</td>
</tr>
<tr>
<td>11/14</td>
<td>Demonstration Speech Topics Due for Approval</td>
<td>BB (Wikis)</td>
</tr>
<tr>
<td>11/21</td>
<td>Connect Assignment: Chpt 18 Assignment</td>
<td>Connect</td>
</tr>
<tr>
<td>11/27-11/30</td>
<td>Demonstration Speeches</td>
<td>Upload on Connect</td>
</tr>
<tr>
<td>12/6</td>
<td>Final EXAM (Chapters 16 &amp; 17 only)</td>
<td>Connect</td>
</tr>
</tbody>
</table>

*If any changes need to be made to this calendar I will let you know via an announcement on Blackboard.*