



## SPCH 1315 - Public Speaking Course Syllabus: Fall 2019

*"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."*

**MARTIN HOLDEN**

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	7:00-7:50 am 9:30-10:50 am	7:00-7:50 am	7:00-7:50 am 9:30-10:50 am	7:00-7:50 am	By Appointment	

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Course Description:** 3 credit hours.

Lecture/Lab/Clinical: Three hours of class each week.

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities.

**Class Description:** Welcome to Public Speaking. In this course, you will be instructed in the theory of voice, articulation, pronunciation, bodily activity, language, and the elements of speech preparation. Practice is provided in the presentation of a variety of speeches. Study is made of speech construction, including the use of outlining and supporting materials. In addition, you will participate in small group activities as well as maintaining a class journal throughout the semester. Upon successful completion of this class, you will be able to identify the major components of a speech, basic terminology, and the processes and methods needed to research, write and orally deliver a speech. It is anticipated that you will significantly diminish the "performance anxiety" or "stage-fright" that many people naturally associate with public speaking. I intend for the class to be FUN! I will strive to create a lively, positive and friendly learning environment. It is my hope that you will enjoy coming to this class each day. It is important that you understand that I want you to succeed. The main purpose of this class is to help you discover ways that you may become better at communicating thoughts effectively to others. In that regard, this class may very well become the most important one you take in your college career. The ability to authentically and effectively communicate your thoughts to others will enhance not only your classroom experiences, but it will make you a better communicator with your family and friends as well as in your career.

**Required Textbook(s):**

Text: Gregory, Hamilton, Public Speaking for College and Career, Eleventh Edition, McGraw-Hill Companies, New York, 2018.

**Student Learning Outcomes:**

Upon successful completion of this course, students will:

1. Demonstrate an understanding of the foundational models of communication.
2. Apply elements of audience analysis.
3. Demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic
4. Research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
5. Demonstrate effective usage of technology when researching and/or presenting speeches.
6. Identify how culture, ethnicity and gender influence communication.
7. Develop proficiency in presenting a variety of speeches as an individual or group (e.g. narrative, informative or persuasive).

**Course Objectives:**

It is expected that through your active participation in this class, a student:

1. will have increased competencies essential for being a life-long learner, through increased communication skills;
2. will be more proficient in the assessment, development, and application of their creative abilities;
3. will be more competent as a producer, consumer, and citizen through increased communication skills;
4. through increased competency as a communicator, will be more able to fully develop as an individual and establish and maintain satisfying relationships with others;
5. will be able to communicate effectively both verbally and nonverbally;
6. will be able to more skilled as a listener;
7. will develop understanding and sensitivities of people of diverse cultures;
8. will understand the typical differences of gender in regards to communication.

**Lectures & Discussions:****Evaluation/Grading Policy:**

You will be assigned four speeches during the semester. Speech grades constitute 40% of your grade in the class. In addition, you will participate in two group discussions. The group discussions account for 10% of your grade. You will write reaction papers to your speeches for this class. The reaction papers are worth 30% of your grade. There will be one written exam over reading assignments and lecture notes. The written exam is worth 10% of your grade. There will be a class participation grade given for the class. In order to obtain full credit, you will be expected to be courteous and attentive to your classmates when they deliver their speeches. You will not enter the classroom while a student is presenting a speech.

You will also be expected to have regular attendance and to be on time. The class participation grade is worth 10% of your grade. The following grading scale will be used to determine your grade:

Points	Grade
900-1000	A
800-899	B
700-799	C
600-699	D
Below 599	F

### **Tests/Exams:**

There will be one exam during the semester worth 100 points.

### **Assignments:**

The four speeches are the following:

1. Informative Speech (3-5 minutes;)
2. Impromptu Speech (1-3 minutes;)
3. Informative Speech (3-5 minutes;)
4. Persuasive Speech (5-7 minutes.)

The Informative and Persuasive speeches will be researched and have a typed outline and bibliography handed in to the Instructor prior to the speech being delivered.

### **Student Responsibilities/Expectations: Class Attendance:**

It is expected that you will attend this class on a regular basis and to be on time. In large measure, the greatest learning that will occur in this class is in "listening" and "learning" from your classmates when they give their speeches. If you have FOUR unexcused absences, your grade will be lowered one full letter grade. SIX unexcused absences will result in being dropped from the class. Class attendance will be taken and attendance grades will be strictly enforced. I realize that emergencies may arise. In those cases, I request that you contact me as soon as possible (preferably before the class) in order to assign makeup work. If you miss an assigned speech without contacting me, I will be compelled to lower your grade one letter for each day missed. I cannot over emphasize the importance of being prompt and prepared for your speeches.

**November 19- Last day to drop the class with a "W."**

### **Other Important Stuff!**

1. Do not bring any potentially dangerous visual aid materials (such as explosives, weapons, or stuff that makes your eyes water!) to class.
2. There will be no makeup on any daily work assignments or impromptu speeches. It is not possible to reassemble entire groups of people in order for you to make up your assignments. You must make outside class arrangements with me concerning making up the work.
3. To pass the course, all assignments must be completed. You must "experience" all aspects of the class. Although you may have enough points to pass the class,

I will withhold your grade until all assignments are completed.

4. For each day that an assignment is not completed, ten points will be deducted from that grade. This insures that all students have the same time in which to complete an assignment.

**NTCC Academic Honesty Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

**Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with Katherine Belew, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](#).

**Family Educational Rights And Privacy Act (FERPA):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

- **Maintain focus in the classroom by turning off all cell phones and any disruptive electronics, and do not bring food into the classroom.**
- **Please- No Texting.**
- **Also, Please- No Gum, No Hats**
- **Everyone participates, no one dominates.**
- **Help the instructor and each other stay on task.**
- **Keep decorum by arriving on time, and staying through the class time.**
- **Speak one at a time, and don't interrupt.**
- **Be an active listener, and an objective listener.**
- **Give freely of your own experience.**
- **Keep an open mind and agree or disagree only if it makes sense.**
- **Ask lots of questions.**
- **Have FUN!**

### **To Pass This Class, You Need To-**

- 1. Show Up, On Time, Ready To Go**
- 2. Do The Work**
- 3. Be Polite**