

## Communication Studies 220 | PUBLIC SPEAKING

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Office Hours: Before and after class or by appointment  
Text: Nelson, P., Titsworth, S., Pearson, J. (2010) ISpeak: Public Speaking in Contemporary Life.

**“The difference between novice public speakers and professionals is the professionals train the butterflies to fly in formation.” (Edwin Newman)**

Research suggests that public speaking is one of the most feared activities in our day, yet it is a highly valuable skill both in work and play. Communication Studies 220, Public Speaking, is an introductory course that will cover topics in both interpersonal communication and public speaking. The course is designed to ease you into the realm of public speaking in a supportive environment. In addition to enhancing your skills as a communicator, you will have the opportunity to further develop your research and listening skills as well as learn how to analyze controversial topics. Development of public speaking and critical thinking skills are necessary in the world of today. While this class may require you to venture out of your comfort zone, I believe you will be happy you did!

### **Course Objectives:**

- Identify and analyze the four elements of the rhetorical situation (audience, occasion, speaker, speech).
- Explain and apply an understanding of ethical considerations and responsibilities as a speaker.
- Demonstrate critical thinking through critique and analysis of one’s own speeches as well as others’ speeches.
- Evaluate credibility of evidence. Identify and analyze lines of argument and fallacies.
- Present speeches that apply recommendations for effective application of the canons of rhetoric (invention, arrangement, style, and delivery).

**Course Format:** This course is designed to provide multiple ways for you to enhance your public speaking skills and develop a more comprehensive understanding of the communication processes that surround you every day. The course objectives will be met through the use of mini-lectures, readings, speeches, class discussion, quizzes and homework assignments. Four short quizzes will be administered over the course of the quarter, assessing your understanding of, and ability to apply, communication concepts covered in the reading and in class.

### **Course Requirements:**

- This class is *highly interactive* and will rely on your participation and self-exploration. It is imperative that you are in class and are prepared to participate in class exercises and discussions regarding communication and, specifically, public speaking.
- Several “impromptu” assignments will be administered in class. You must be in class to receive points for these “impromptu” assignments.
- The decision to accept late assignments (i.e. speeches, outlines, critiques, etc.) will be made on an individual basis, taking into account the specific situation. All late work will receive a deduction in points. No late assignments will be accepted after the last day of instruction.
- College-level standards of grammar, spelling and punctuation are expected. *Please type and proofread all written work.*

**Assigned Reading:** You will have assigned reading each week and it is your responsibility to come to class prepared to participate in class discussions regarding those readings. While many of the concepts covered in the reading will be discussed in class, there will not be enough time to cover every concept. All concepts are fair game for the quizzes. The textbook offers many examples and ideas that can assist you in your public speaking endeavors, so I encourage you to read the text.

**Attendance and Participation:** Your attendance and participation are an integral part of making this class work effectively. As stated previously, most of the work that makes up this class involves group discussion and class exercises that emphasize lecture material. If you are not in class, you are unable to participate in these discussions and exercises. Class begins at the assigned time. Please be on time for all classes. The attendance/participation grade works as follows:

**You are allowed two free absences for the quarter, no questions asked. *Free absences cannot be used on speech days – it is expected you will be in class on speech days to support your classmates.* After those free absences, you will lose 10 points for each subsequent absence. You will lose all attendance/participation points at 10 absences. I reserve the right to deduct points from your attendance/participation for late arrivals/early dismissals if tardiness becomes a problem.**

**You cannot pass this class with 10 or more absences as stated in the BC Student Handbook.**

I understand that many students have important responsibilities outside of the classroom...families, work, sports, etc. I am sensitive to these issues and will do all that I can to assist with scheduling conflicts as they relate to class activities. *I ask that you let me know **ahead of time** of any conflict you might have with scheduled class time, and we will try to work things out.* Please realize though, while I am flexible, that flexibility only goes so far. Please be respectful of your group members and my time as we will be of your time.

**Cell Phones/Texting/Side Conversations in the Classroom:** There is a no tolerance rule for using cell phones or texting in the classroom. It is disruptive and disrespectful to your classmates and me. In addition, please do not have side conversations while someone is in front of the class either teaching or presenting a speech. You will have plenty of time to chat while working in groups. Thank you.

**Grading System:** In order to allow for flexibility, I may omit some assignments and add others during the quarter. I will keep you posted when and if changes occur and how those changes will alter the following grading system.

Artifact Speech of Introduction	50 points
Informative/Demonstration Speech	100 points
Persuasive Speech	150 points
Special Occasion Speech	50 points
Self Critique Papers (2 @ 50 points each)	100 points
Quizzes (4 @ 50 points each)	200 points
Homework (4 @ 25 points each)	100 points
“Impromptu” Speeches	100 points
Workshops (2 @ 25 points each; 1 @ 50 points)	100 points
Attendance/Participation	<u>100 points</u>
<b>Total</b>	<b>1,000 points</b>

**Course Assignments:** The main assignments for this course are as follows:

**Artifact Speech of Introduction:** (3-5 minutes in length) Purpose: To develop brainstorming and outlining skills to be used in future assignments. Brainstorm, organize, and present 2-3 artifacts that, if found by an archaeologist in the future, would tell a lot about you.

**Informative/Demonstration Speech:** (5-7 minutes in length) Purpose: To inform your audience of a topic using visual aids and 3 sources. Typed, full sentence outline with bibliography including all sources cited.

**Persuasive Speech:** (7-9 minutes in length) Purpose: To persuade your audience to take action or change their view regarding a specific topic. Typed, full-sentence outline with bibliography including all sources cited.

**Special Occasion Speech:** (3-4 minutes in length) Purpose: To commemorate a person, place, or thing in a fun and either true or fictional manner.

**Grade Appeals:** You have the opportunity to appeal any grade that you are given in this class. All grade appeals must be typed, stating your reason for appeal. If you so choose, I will accept appeals via e-mail. *Grade appeals must be submitted no sooner than 24 hours after the grade has been issued...I will not discuss any grade on the day the grade is administered.*

**Adaptations or Special Accommodations Alert:** Students with disabilities who have accommodation needs are required to meet with the Director of the Disability Resource Center (in Room B132) to establish eligibility for accommodation. Telephone: (425) 564-2498 or TTY (425) 564-4110. In addition, students are encouraged to review their accommodation requirements with each instructor during the first week of the quarter.

**Academic Integrity:** Plagiarism and cheating on assignments and/or exams will not be tolerated in this class. Plagiarism includes, but is not limited to, submitting projects, assignments, undocumented quotations, computer-processed materials, or other material as one's own work when such work has been prepared by another student or individual. Anyone caught cheating or submitting plagiarized work will receive a "0" for that assignment and will be subject to other consequences as determined by the instructor.

**Add/Drop Policy:** If you decide this class is not for you, it is your responsibility to drop the course. If you just stop coming to class, but do not officially drop the course, you will receive an F on your permanent college transcript. Please refer to your BC Student Handbook for further information regarding the add/drop policy. If you are struggling in the course, please talk to me. I will do whatever I can (within reason!) to assist you with class content and assignments and your understanding thereof.

**Final Note:** The nature of the class requires students to move out of their comfort zone and develop confidence in their ability to speak publicly. Class discussions and activities are interactive and require students to share their views and/or personal information. Please remember to keep others' feelings and dignity in mind when choosing to comment on an issue or prior statement made by me or one of your classmates. Any comments that denigrate the worth of an individual because of his/her personal opinion, race, religion, background, lifestyle, or gender are inappropriate and unacceptable in my class.

I look forward to getting to know you this quarter and help to train those butterflies to fly in formation! I look forward to learning from you as I believe that you have a great deal to teach me. You can count on me to put a great deal of time into making this class both educational and enjoyable. I will rely on you to assist in making the class fun and educational and firmly believe that you will get out of this class as much as you put into it. Good luck!

Communication Studies 220 | Public Speaking  
Spring, 2010

**TENTATIVE SCHEDULE**

**Week One**

- 4/5 Welcome; Syllabus
- 4/6 Icebreaker; Artifact Speech Overview
- 4/7 Overview of Public Speaking; Rhetoric; Make-Up of a Speech
- 4/8 Communication Apprehension; Groups
- 4/9 *Future Goal Impromptus*

**Reading**

- Chapter One
- Chapter Two

**Week Two**

- 4/12 Organization; Intros and Conclusions
- 4/13 Visual Aids
- 4/14 Listening; Criticism and Praise
- 4/15 Delivery
- 4/16 *Birthday Impromptus*

- Chapter Six
- Chapter Nine
  
- Chapter Seven

**Week Three**

- 4/19 **ARTIFACT SPEECHES**
- 2/20 **ARTIFACT SPEECHES**
- 4/21 **ARTIFACT SPEECHES**
- 4/22 **ARTIFACT SPEECHES**
- 4/23 **ARTIFACT SPEECHES**

**Week Four**

- 4/26 *Quiz One*; Informative Speaking Overview
- 4/27 Topic Choice; Narrowing Down Topics (Library Day)
- 4/28 Audience Analysis; Ethics
- 4/29 Body of Speech; Research
- 4/30 Outlining; Citations

- Chapter Ten
- Chapter Three
- Chapter Four
- Chapter Five

**Week Five**

- 5/3 *T-Shirt Speeches*
- 5/4 Small Groups
- 5/5 *Gallery Walk*
- 5/6 *Quiz Two*
- 5/7 **INFORMATIVE SPEECHES**

**Week Six**

- 5/10 **INFORMATIVE SPEECHES**
- 5/11 **INFORMATIVE SPEECHES**
- 5/12 **INFORMATIVE SPEECHES**
- 5/13 **INFORMATIVE SPEECHES**
- 5/14 **INFORMATIVE SPEECHES**

### **Week Seven**

- 5/17 Speaking to Persuade
- 5/18 Ethos, Logos, and Pathos
- 5/19 Ways of Speaking/Perspective-Taking
- 5/20 Motivational Appeals/Alligator Story
- 5/21 *Best/Worst Speeches*  
*\*Informative Critique Due*

Chapter Eleven

Chapter Eight

### **Week Eight**

- 5/24 Reasoning, Organization
- 5/25 Media
- 5/26 Conference in Small Groups
- 5/27 *Gallery Walk | Delivery Workshop*
- 5/28 *Quiz Three*

### **Week Nine**

- 5/31 No Class – Happy Memorial Day!
- 6/1 **PERSUASIVE SPEECHES**
- 6/2 **PERSUASIVE SPEECHES**
- 6/3 **PERSUASIVE SPEECHES**
- 6/4 **PERSUASIVE SPEECHES**

### **Week Ten**

- 6/7 **PERSUASIVE SPEECHES**
- 6/8 **PERSUASIVE SPEECHES**
- 6/9 **PERSUASIVE SPEECHES**
- 6/10 Special Occasion Speech Overview
- 6/11 Speaking for Special Occasions

Chapter Twelve

### **Week Eleven**

- 6/14 **SPECIAL OCCASION SPEECHES**
- 6/15 **SPECIAL OCCASION SPEECHES**
- 6/16-17 No Class - Study Days 😊
- 6/18 *Quiz Four*  
*\*Persuasive Critique Due*