



Speech 1315-052IN
Public Speaking
Summer II 2022
Asynchronous Online: July 11 – August 12

Instructor: Alaina Spiers

Email: Aspiers@com.edu

Communicating with me: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Office hours and location:

Monday: 8 a.m. – 11 a.m.

Wednesday: 1 p.m. – 3 p.m.

(Zoom link available in Blackboard)

Required Text:

Stand Up, Speak Out, University of Minnesota Libraries Publishing

This textbook is available for free at : <https://open.umn.edu/opentextbooks/textbooks/stand-up-speak-out-the-practice-and-ethics-of-public-speaking>

Note that the textbook is available as PDF or ePUB formats through the link above.

Course Description: This course is designed to teach students the theory and principles of public speaking, with a heavy emphasis on the practical utilization of the concepts. By covering topics such as audience analysis, speech delivery, communication ethics, and speech organizational techniques, students will feel prepared to communicate effectively with audiences in a variety of public settings.

Prerequisites: One of the following TSI score combinations or equivalent developmental courses with a grade of "C" or better (1) TSI Reading 351 and TSI Writing 340 and TSI Essay 4 (2) TSI Reading 351 and TSI Writing less than 340 with ABE 4 and TSI Essay 5.

Course Requirements:

This is an **online, asynchronous** course. To be successful in this course, you will need:

- Daily access to a computer with an internet connection
- The ability to upload and stream videos through YouTube and Blackboard
- A camera and related technology to record videos up to 10-minutes long (*phones, laptops, and tablets may work*)

- Word processing software

Modules, Lessons, & Readings

This course is designed in four modules, each module ending with a speech project. Within each module folder on Blackboard, you will find lesson folders organized by topic. Lessons may contain assignments, handouts, videos, notes from the me, assignment instructions and submission links, as well as other materials.

Required readings are from the *Stand Up, Speak Out Textbook* or posted in the lesson folder.

Papers

There are two paper assignments in this course: Analogy Paper and FAQ Paper. These papers help you hone skills that are needed in the speeches.

Analogy Paper: Two- to three-page paper explaining a concept using an analogy suitable for 4-6th graders and then explaining it again using an analogy suitable for a college-educated though non-technical audience.

FAQ Paper: Write a set of FAQs (Frequently Asked Questions) about the topic of your Speech Three. You will write 5 substantive and distinct questions related to the solutions discussed in *Speech Three*.

Activity Sets

Activity sets are short essay questions, mini-speeches, speech critiques and similar small assignments designed to guide your synthesis of reading assignments, video viewing assignments and video lectures.

Group Outlines

You will edit the outlines of two of your classmates. You will post your outline to the discussion board. Then, you will edit two of your peer's outlines for mistakes or suggestions. This assignment acts as an online workshop that helps you make sure your outline is ready for your speech and allows you to learn from your classmates.

Speech Projects

The largest portion of your grade is determined by the speech projects. There are four, each with its own prompt, requirements, and grade weight. A speech project includes writing a full-sentence (preparation) and key-word (speaking) outline, as well as delivering, recording, and uploading that speech using a YouTube link. Speeches are evaluated according to the grading forms you can find in the "Course Materials" page on Blackboard. Descriptions of each speech project follow, and deadlines are listed in the syllabus calendar.

Speech Project One: *"How-To" Give a Speech* – One of the best ways to learn the basics of public speaking is to present on something we are familiar with. Therefore, you will give a speech on "how-to" do something in three steps that you love or are proficient at.

- Preparation Outline/References/Speaking Outline
- Oral and written citation of sources
- Three credible sources
- Extemporaneous delivery
- 3- to 4-minute speech

Speech Project Two: *Technical Development: What's it All About?* — Deliver an informative speech about a recent technical/theoretical development related to your focus area. Please choose a topic that a general audience would find interesting. Use an analogy to explain the technical development. Support your speech with slides formatted as per the assignment.

- Preparation Outline/References/Speaking Outline
- Oral and written citation of sources
- Four credible sources
- Extemporaneous delivery
- 4- to 5-minute speech

Speech Project Three: *You Gotta Problem with Me?* – This is a persuasive speech about the better or best solution to a problem in your technical area. The strongest speeches usually feature a problem that is well established but has some controversy as to the solution. Your job is to present a speech using a comparative-advantages arrangement. You give some support to two solutions but persuade with evidence that one solution is the better or best.

- Preparation Outline/References/Speaking Outline
- Oral and written citation of sources
- Five credible sources
- Charts and/or graphs created by the speaker
- Extemporaneous delivery
- Assertion-Evidence Slides
- 5- to 6-minute speech

Speech Project Four: *Policy Change* — In this speech, you will use Monroe's Motivated Sequence to inform your audience about a policy you believe needs changing and persuade them that they should take action to change the policy.

- Preparation Outline/References/Speaking outline
- Oral and written citation of sources
- Five credible sources
- Extemporaneous delivery
- Assertion-Evidence slides
- 6- to 7-minute speech

Grading Scale:

A: 90% to 100%

B: 80% to 89%

C: 70% to 79%

D: 60% to 69%

F: 0% to 59%

Grade Distributions	
Speeches	
Speech 1	5%
Speech 2	10%
Speech 3	15%
Speech 4	20%
Papers	
Analogy Paper	5%
FAQ Paper	5%
Lessons	
Group Outlines	20% (4 at 5% each)
Activity Sets	10% (5 at 4% each)
Self-Evaluations	10% (5 at 4% each)

Late Work/Make-up Policy:

- Speeches and papers are accepted for up to a week after the due date for up to 50% credit.
- Speeches and papers more than a week late after the due date will not be accepted and will receive a zero (0).
- Late work is defined as submitting a deliverable after the established deadline.
- Work submitted by a student as makeup work for an excused absence is not considered late work and is exempted from the late work policy.
- Activity Sets and Group Outlines are not available for late turn in. If late, these assignments will be given an automatic zero (0).

Attendance Policy: This is an online, asynchronous course. Students will work on assignments on their own schedule. However, successful students submit work by the posted deadlines, complete all the readings, and contact me regularly.

Withdrawal Policy:

1. If a student decides to not continue in the course, the normal procedure for dropping a course should be followed by the student; it is not the instructor's responsibility to initiate the withdrawal process for a student.
2. The instructor reserves the right to drop/withdraw a student at his discretion.
3. The instructor may drop students for poor performance and/or lack of attendance.
4. Any student missing at least one major assignment may be dropped from the course.

Success Tips for Students:

- **Counseling:** Students wanting support with goal setting, problem solving, study skills or communicating effectively can visit the Student Success Center. Students are also welcome to come if they just want to talk: <https://www.com.edu/counseling/>
- **ULifeline (mental health services):** College of the Mainland is part of ULifeline, your online resource for College Mental Health and Student Veterans Support: www.ulifeline.org/com.
- **Speech tutoring:** One soundproof speaking booth provides space to practice and record oral presentations, practice mock job interviews and work on group projects. You can also make an appointment online (com.mywconline.com) with a speech tutor: <https://www.com.edu/tutoring/speech-resources>
- **Research resources:**
College of the Mainland Library: <http://library.com.edu/>
Google Scholar: <https://scholar.google.com/>

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520. The Office of Services for Students with Disabilities is located in the Student Success Center.

<http://www.com.edu/student-services/counseling.php>

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Classroom Conduct Policy: College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. <http://www.com.edu/student-services/student-handbook.php>. Students are expected to be familiar with and abide by the Student Code of Conduct. Any violations of the Code of Conduct will result in a referral to the Dean of Students and may result in dismissal from this class.

Statement on Audio and Video Recording:

Surreptitious or covert video-taping of class or unauthorized audio recording of class is prohibited. This class may be videotaped or audio recorded only with the written permission of the instructor. In order to accommodate students with disabilities, some students may be given permission to record class lectures and discussions. Therefore, students should understand that their comments during class may be recorded.

Academic Dishonesty: Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on in-class quizzes/daily assignments – is an extremely serious offense and will result in a grade of zero on that exam and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Plagiarism: The practice of taking someone else's work or ideas and passing them off as one's own.

COLLEGE OF THE MAINLAND HUMANITIES DEPARTMENT POLICY STATEMENT: PLAGIARISM

Plagiarism is a form of academic dishonesty. To plagiarize is to steal the words or ideas of another and pass them off as one's own. Two forms of plagiarism are common. In the first form, the writer incorporates published or otherwise recorded material without properly acknowledging its sources. In the second form, the writer submits work actually done by someone else. (The student who allows his/her work to be used by others is also guilty.)

Any student who plagiarizes will receive a grade of "0" on his/her plagiarized work and may, as a result, receive a failing grade in the course. Ignorance will not be an acceptable defense: all students are responsible for familiarizing themselves with the rules of documentation.

Violation of the Plagiarism Policy may result in a referral to the College of the Mainland Judicial Coordinator or further disciplinary actions as stated in the current Student Handbook <http://www.com.edu/student-services/student-handbook.php>.

Note: All work submitted in College of the Mainland ENGL, HUMA, or PHIL classes must conform to the documentation system established by the Modern Language Association (MLA). MLA documentation guidelines are distributed by your instructor, found in your textbook or on reserve in the library (<http://library.com.edu/>). Documentation in SPCH classes is up to the individual instructor. It may be either MLA or APA style; check with your instructor and follow the appropriate system guidelines: **THIS COURSE WILL USE APA STYLE.**

To document using the APA system, you must provide an in-text parenthetical citation and a corresponding entry on a Works Cited page. "Source" may refer to published works (including material available from electronic/computer networks or databases), electronically broadcast programs, films, recordings, interviews, speeches, or lectures.

1. You must document when you quote directly from another source.
2. You must document when you paraphrase words from another source.
3. You must document when you summarize ideas from another source.
4. You must document when you use facts (statistics in a chart or graph, for example) or visual material from another source.

Link to resources about ways to avoid plagiarism: <http://en.writecheck.com/ways-to-avoid-plagiarism/>

Concerns/Questions Statement: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Brian Anderson at (409) 933-8186 or banderson@com.edu.

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Students will demonstrate an understanding of the foundational models of communication.	Critical Thinking	-Activity Sets
2. Students will apply elements of audience analysis.	Critical Thinking	-Speech projects (Speech 2) -Analogy Paper
3. Students will demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic.	Personal Responsibility	-Activity Sets -Self-evaluations
4. Students will research, develop, and deliver extemporaneous speeches with effective verbal and nonverbal techniques.	Critical Thinking/Communication Skills	-Speech Projects -Group Outlines
5. Students will demonstrate effective usage of technology when researching and/or presenting speeches.	Communication Skills	-Speech projects (researching) -Visual aid requirements (Speech 3 & 4)
6. Students will identify how culture, ethnicity, and gender influence communication.	Critical Thinking/Communication Skills	-Speech 2 & 4
7. Students will develop proficiency in presenting a variety of speeches as an individual or group.	Teamwork	-Speech projects -Group Outlines

Course Assignment Schedule

All assignments must be submitted by 11:59 p.m. on their due date.

UNIT ONE		
From July 11-15 in the Unit One Folder: Watch and study the video lessons; Complete the Readings.		
Monday	July 11	Nothing due. Work on readings and prepping.
Tuesday	July 12	Nothing due. Work on readings and prepping.
Wednesday	July 13	Due: Activity Set 1 & Self-Evaluation 1
Thursday	July 14	Due: Speech 1 Outline to Discussion Board
Friday	July 15	Due: Speech 1 Outline Peer Responses
UNIT TWO		
From July 18-22, in the Unit Two Folder: Watch and study the video lessons & complete all readings.		
Monday	July 18	Due: Speech 1
Tuesday	July 19	Nothing due. Work on readings and prepping.
Wednesday	July 20	Due: Activity Set 2 & Self-Evaluation 2
Thursday	July 21	Due: Speech 2 Outline to Discussion Board
Friday	July 22	Due: Speech 2 Outline Peer Responses
UNIT THREE		
From July 25-29, in the Unit Three Folder: Watch and study video lessons & complete all readings.		
Monday	July 25	Due: Speech 2
Tuesday	July 26	Nothing due. Work on readings and prepping.
Wednesday	July 27	Due: Activity Set 3 & Self-Evaluation 3
Thursday	July 28	Due: Speech 3 Outline to Discussion Board
Friday	July 29	Due: Speech 3 Outline Peer Responses Analogy Paper
UNIT FOUR		
From Aug 1-5, in the Unit Four Folder: Watch and study video lessons & complete all readings.		
Monday	August 1	Due: Speech 3
Tuesday	August 2	Nothing due. Work on readings and prepping.
Wednesday	August 3	Due: Activity Set 4 & Self-Evaluation 4
Thursday	August 4	Due: Speech 4 Outline to Discussion Board
Friday	August 5	Due: Speech 4 Outline Peer Responses FAQ Paper
UNIT FIVE		
From Aug 8-9, in the Unit Five Folder: Watch and study video lessons & complete all readings.		
Monday	August 8	Due: Speech 4
Tuesday	August 9	Due: Activity Set 5 & Self-Evaluation 5
This course concludes on Tuesday, Aug 9. There is no Final Exam.		