



**Speech 1315.005I1**  
**Public Speaking**  
**Fall 2025**  
**Online**

**Instructor Information:** Michesha Washington, mwwashington17@com.edu

**Student hours and location:** By Appt Only / Available 24/7 Via Remind Text

**Required Textbook/Materials: Fundamentals of Public Speaking available online, free!**  
You can access your textbook on Blackboard on the menu bar labeled "textbook."

The materials on this course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated. The materials on this course website may be protected by copyright; any further use of this material may be in violation of federal copyright law.

**Course Description:** The ability to communicate effectively is essential to success in contemporary society. This course is designed to develop students' abilities to construct and deliver responsible public speeches. Although some students have no prior public speaking experience, at the end of this course students should be able to minimally do the following;

1. Analyze an audience and adapt to it.
2. Select a topic.
3. Establish their credibility as speakers.
4. Research and organize relevant material (critical thinking).
5. Begin and end a speech appropriately.

**GRADING FORMULA:**

<b>Course Grade Requirement</b>	<b>Value</b>	<b>Total</b>
1) Introductory Speech	100	15%
2) Hall of Fame Speech & Outline	100	15%
3) Persuasive Speech & Outline	200	20%
4) Reflection Assignment	100	10%
5) Midterm Exam	100	10%
6) Final Exam	100	10%

7) Assignments/Discussions	100	20%
<b>Total:</b>	<b>1000</b>	<b>100%</b>

### **Grading Criteria and Conversion:**

A = 900-1000

B = 800-899

C = 700-799

D = 600-699

F = 599 and below

### **Assignment Title or Grade Requirement**

### **Description**

Introductory Speech

**This is a 2-3 minute speech. Students will upload a speech to YouTube with three items in a bag of their choice (no book bags). The items should be a personal reflection of the student and allow that student to share information about themselves in a creative way. The students will explain how these items reveal information about their personality. This assignment is worth 100 points.**

Hall of Fame Speech

This is a 2-4 minute speech. In the Hall of Fame speech you will speak about a person who has influenced you greatly in life. You will be speaking to induct them into an imaginary Hall of Fame. At one level, you are informing the audience about the importance of your chosen inductee. At another level however, you are attempting to persuade the audience that this person is worthy of induction. This assignment is worth 150 points.

Persuasive Speech

This 5-7 minute speech will persuade your audience to perform an action. Through carefully crafted and well-supported arguments, and based upon the information you have given them and the emotional response you have elicited, you must persuade your audience to act on an issue. You are required to use at least one presentation aid (to depict the severity of the social problem, the amount of people it affects, and how your solution will mitigate the problem if implemented, etc.). This assignment is worth 200 points.

### **HOMEWORK/TEST MAKE-UP POLICY:**

All assignments are to be completed and submitted to the instructor on the scheduled due date. **NO LATE ASSIGNMENTS, SPEECHES, SCRIPTS, DISCUSSIONS, OR EXAMS WILL BE**

**ACCEPTED.** I do not accept late work UNLESS you have an extenuating circumstance or emergency. Documentation must be provided to me within one week (7 days) of your absence.

### **ATTENDANCE:**

Attendance will be taken through your presence on D2L. You need to check the D2L site for this course on a WEEKLY basis to maintain a *satisfactory* status. You will more than likely be logging in more than that. The weekly requirement is in reference to the bare minimum for financial aid reporting.

### **QUIZZES:**

There are OPTIONAL quizzes weekly chapter. These quizzes will not be counted towards your final grade but will assist in making sure you understand key themes from the chapters as well as ultimately prepare you for your midterm and final. HOWEVER, IF YOU COMPLETE ALL QUIZZES WITH 80% OR HIGHER, YOU WILL RECEIVE 5 POINTS EXTRA CREDIT TOWARDS YOUR FINAL GRADE.

### **TECHNOLOGY:**

You MUST have access to a webcam and an external microphone or have technology that enables you to upload digital versions of your speeches *with quality audio*. We will be using video technology to critique your speeches. Please make arrangements to ensure you have these technological capabilities. Please make sure you have daily access to a computer. Using a smartphone will work for certain aspects of the course, but for others a *larger screen will prove invaluable*. You may need to borrow someone else's laptop or camera if your camera produces gritty and pixelated videos. You may also need to purchase an external microphone if your audio quality is hard to hear. These are not expensive and they are not difficult to install.

### **RECORDING ENVIRONMENT (LOCATION):**

You MUST record your speeches in a semi-professional environment free of visual and auditory distractions. This means a clean space without visual distractions. You can use a conference room at work (if you have one) or an open recreation room in your apartment complex (if you have one). You may also record at home, in a more personal space, but if you do that please create a clean space that does not have significant visual or auditory distractions. Examples of recording environments that are not acceptable: a messy bedroom with an unmade bed and stuff laying everywhere, bathrooms, a noisy place, places with strange acoustics (echo) and dimly lit places.

Your final 2 speeches (informative and persuasive) requires you to dress in business casual attire. Your clothes should be clean and ironed. Public speakers must always pay close attention to their attire. For men, business casual includes a dress shirt with or without a tie, with or without a jacket, and nice pants (either khakis or suit pants). Your head hair and facial hair should be groomed according to the style you are putting forth. Clothing can be colorful or neutral and should fit properly (not too big, not too small). Jewelry is welcome but should not be distracting. For women, business casual includes a professional-style dress shirt, dress pants, dress, or skirt. Professional style means if the outfit would look great at a club, it's not right for an office environment. Office environments usually include skirts that aren't short and higher necked tops. You do not need to wear heels; flats

are widely accepted. Clothing can be colorful or neutral. Jewelry and makeup are welcome but should not be distracting. If you do not own a business casual outfit, please let me know what you have. Please do not stress yourself financially to accomplish this. That is not my intent.

### **NETIQUETTE:**

When communicating online, you should exhibit proper netiquette. Netiquette, or Internet etiquette, is a set of guidelines and expectations for users to communicate effectively in an online environment. View these guidelines for the appropriate behaviors when you are involved in any instructor-to-student, student-to-instructor, and student-to-student communications in this course.

- Be respectful of the instructor and other students when submitting discussion board postings, emails messages, etc.
- Remember the human that sits on the other side of the computer - express your differences of opinions in a polite, respectful manner being sure to avoid a confrontational or hostile tone.
- Avoid inappropriate and offensive language.
- Use complete sentences and adhere to expected grammar and spelling rules. Avoid IM and/or Internet language.
- Avoid typing communications in ALL CAPS. When used in electronic communications, this is the equivalent of shouting.
- I expect all blackboard posts to be free of vulgarity or any offensive language. Those violating this will be penalized.

### **GRADE CONCERNS:**

I am happy to discuss your work and performance with you. Keep in mind that I will protect your privacy in discussing your work. This means not discussing your grade in the presence of other students, faculty or staff before, during or after class sessions and or office hours. If others are present at the time that you attempt to engage in a conversation about your grades I will ask them to leave or instruct you to wait until such time as your privacy can be maintained.

In general, I require a 24-hour reflection period before discussing grading concerns. After the reflection period has passed, you may submit your concerns in writing.

**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 exams, is an extremely serious offense and will result in a grade of zero on that assignment and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

### **AI (ARTIFICIAL INTELLIGENCE):**

Students are not allowed to use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT or Dall-E 2) on assignments in this course. Each student is expected to complete each assignment without substantive assistance from others, including automated tools.

**Plagiarism:** The practice of taking someone else's work or ideas and passing them off as one's own. Plagiarism is defined as “the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work”

(Dictionary.com). All work must be the original composition of each student. Although you must use outside sources, you must cite them appropriately. Plagiarism will result in a zero for the assignment. Assignments will be checked for plagiarism by *any and all means available*, including electronic checking services (i.e. Turnitin.com). The College and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

If it is suspected that AI was used inappropriately you will receive a grade of five points and an email from me requesting proof of your independent work. This includes, but is not limited to, rough drafts of your submission, pdf's of your sources, and previous writing samples.

**Link(s) to resource(s) about ways to avoid plagiarism:**

[7 Common Types of Plagiarism, With Examples | Grammarly Blog](#)

**Remember – if you are worried about potential plagiarism or if any of this is unclear you can reach out to your instructor anytime. You will never be penalized for submitting questions!**

**Student Concerns:** 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, Department Chair for the Humanities Department at (409) 933-8186 or [banderson@com.edu](mailto:banderson@com.edu).

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## **Institutional Policies and Guidelines**

**Grade Appeal Process: Concerns** about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodation is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2<sup>nd</sup> 8-week session is November 25.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are 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.

### **Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

### **Nondiscrimination Statement:**

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.