



SPCH-1315-002IN
Public Speaking | Spring 2022

Instructor Information: Maria Starling, mstarling@com.edu, contact via COM email

Communicating with your instructor: 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.

Student hours and location: Online Course

Suggested Course Material:

Textbook: A Pocket Guide to Public Speaking 6th Edition
Authors: Dan O' Hair, Hannah Rubenstein, Rob Stewart
ISBN: 978-1-319-10278-4

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.

Course Description: This course is designed to improve your ability to communicate effectively with an audience. The method for improving your public speaking will be a combination+ of theory, critical analysis, and practice centered on the following core concepts: Research; Organization; Development; Argumentation; and Delivery. By examining and engaging in relevant discussion of the speeches of others, you will begin to see what does and does not work in each speech situation and apply that knowledge in your own work.

Determination of Course Grade/Detailed Grading Formula

Grading:

This course is a points-based course; the number earned points determines the semester grade.

1. Points will not be 'round up' to the next percentage grade higher; the exact number of points earned determines the final grade in the course
2. **Participation:** Grades are determined by peer interaction, feedback, and constructive involvement in discussion assignments.
3. **The following scale is used to determine the final course grade:**

POINTS	LETTER GRADE	PERCENTAGE
1500-1350	A	(100%-90%)
1349-1200	B	(89.9%-80%)
1199-1050	C	(79.9%-70%)
1049-900	D	(69.9%-60%)
899-Below	F	(59.9%-0%)

Attendance Policy: Regular attendance is vital to success in college courses. Poor attendance will adversely affect performance and grades. Students are required to log in and participate in weekly assignments (Quizzes, Application posts, etc.).

Late Work: Is not accepted unless prior approval is provided by the instructor. Quizzes and discussion forum/board assignments: as this is an online course, there is no excuse for assignments to be late as the assignments are due **11:59 PM Sundays**. Therefore, quizzes and/or discussion forum posts are not accepted late. Technology issues, including problems with Blackboard, are NOT excuses for work to be late.

Communication Policy: Students are expected to check the Course Announcements and college assigned student email DAILY (M-F) for course communications. The College provides a free, official email account to all students to ensure efficient and secure communications between you and the College. Students will be required to use their college-issued email address to communicate with their instructors and all other college personnel, so it is easy to distinguish a student's email from spam. The college expects that students will utilize their college email addresses to send and receive communications with college personnel and will read email on a frequent and consistent basis. I check emails throughout the day and I will make an attempt to respond to emails as I receive them throughout the day (M-F, 9am-4pm) as my schedule permits; Outside those hours (especially on weekends), I will try to respond and If you do not hear from me within 24 hours, you can assume I did not receive your email so I recommend trying again. Do NOT email assignments to the professor; work must be submitted Blackboard.

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Weekly assignments are my way of taking attendance.
All assignments are due by 11:59 p.m. on Sunday of each week.

Week	Weekly Topic	Assignments	Due
1 01 18-01 23	Chapter 1-The Public Speaker Chapter 2- Overview of Public Speaking	Watch: Shonda Rhimes (Ted Talk) Do: 1. Self-Introduction (Discussion Board) 2. Shonda Rhimes Speech Critique 3. Syllabus Quiz	01 23
2 01 24-01 30	Chapter 3-Managing Speech Anxiety	Watch: Matt Abrahams (Ted Talk) Do: 1. Discussion Board	01 30
3 01 31-02 06	Chapter 4- Ethical Public Speaking Chapter 5- Listeners and Speaking	Watch: Julian Treasure (TED Talk) Do: 1. Chapter Quiz (1-4) 2. Listening Discussion Board	02 06
4 02 07-02 13	Chapter 6- Analyzing the Audience Chapter 7- Topic and Purpose	Watch: N/A Do: N/A	02 13
5 02 14-02 20	Chapter 8- Developing Supporting Material Chapter 9- Finding Credible Sources in Print and Online	Watch: Isaac Lidsky (Ted Talk) Do: 1. Isaac Lidsky Discussion Board	02 20
6 02 21-02 27	Chapter 10-Citing Sources in Your Speech Chapter 11-Organizing the Body of the Speech	Watch: Amy Cuddy (Ted Talk) Do: 1. Amy Cuddy Discussion Board	02 27
7 02 28-03 06	Chapter 12- Selecting an Organizational Pattern	Watch: Yoga Video Do: 1. Yoga Speech Critique	03 06
8 03 07-03 13	Chapter 13- Preparing Outlines for the Speech	Watch: N/A Do: Post Informative Speech Topic	03 13
03 14-03 20	Chapter 14- Developing the Introduction and Conclusion Chapter 15- Using Language	Watch: N/A Do: Informative Speech Preparation	SPRING BREAK
9 03 21-03 27	Chapter 16-Methods of Delivery Chapter 22-Informative Speaking	1. Informative Speech (Video Recording) 2. Informative Speech Outline (template provided) 3. Power point Presentation	03 27
10 03 28-04 03	Chapter 17-Your Voice in Delivery Chapter 18-Your Body in Delivery	Watch: N/A Do: 1. (TBA)	04 03

11 04 04-04 10	Chapter 19- Speaking with Presentation Aids Chapter 20-Designing Presentation Aids	Watch: N/A Do: Speech Preparation	04 10
12 04 11-04 14	Chapter 23- Principles of Persuasive Speaking Chapter 24- Constructing the Persuasive Speech	Watch: N/A Do: 1. Persuasive Speech Presentation 2. Persuasive Speech Outline	04 14
13 04 19-04 24	Chapter 25- Speaking on Special Occasions	Watch: Video Presentations (YouTube) Do: 1. Meryl S. Speech Evaluation 2. Matthew M. Speech Evaluation	04 24
14 04 25-05 01	Chapter 26- Preparing Online Presentations Chapter 27- Communicating in Groups Chapter 28- Delivering Group Presentations	Watch: Julia Dhar (TED Talk) Do: 1. Julia Dhar Discussion Board	05 01
15 05 02-05 08	Final Exam Review	Final Exam Review	Final Exam Review
16 05 09-05 13	Final Exam	Final Exam	05 13

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://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *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.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

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 accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

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 is March 3rd for the 1st 8-week session, April 26 for the 16-week session, and May 5th for the 2nd 8-week session.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N 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 F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N 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.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at www.com.edu/coronavirus. Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: www.com.edu/selfscreen. In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff who have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).