

English 3257
Public Speaking
Fall Semester 2018
Monday/ Wednesday 1:00-2:20 pm, LPM 215A

Instructor: Diana Ursulin Mopsus, PhD
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Course Description:

This course focuses on both theory and practice. Students are offered ways to increase understanding of and skill in public speaking through (1) reading assignments, (2) lecture-discussion sessions, and (3) classroom speaking-listening opportunities. The literature and lectures will assist students in speech preparation. In the laboratory-style setting in which speeches will be delivered and feedback received, students will be provided with the criticism necessary for skill improvement.

Course Objectives:

The objectives for this course are: (1) to introduce students to the principles of effective public speaking; (2) to provide students with opportunities to develop effective public speaking skills; and, (3) to introduce students to standards of evaluation for public communication that they can use to observe, analyze, and evaluate their own public speaking performances and those of others.

Required Text:

Lucas, S. E. (2008). *The Art of Public Speaking* (10th ed.). Boston: McGraw-Hill.

Required Activities:

***** Special Note: All activities must be completed in order to pass the course regardless of your performance on other assignments. If a student has not completed all of the required activities, s/he has not completed the course. *****

Teaching Strategies

Lecture (50%) and student presentations (50%)

Los estudiantes que reciben servicios de Rehabilitación Vocacional deben comunicarse con el profesor al inicio del semestre para planificar el acomodo razonable y equipo asistivo necesario conforme a las recomendaciones de la Oficina de Asuntos Estudiantes. También aquellos estudiantes con necesidades especiales que requieren de algún tipo de asistencia o acomodo deben comunicarse con el profesor. (Ley 51)

Oral Assignments

Introductory speech (non-graded): A speech in which you introduce yourself by focusing on a personal object that represents a significant aspect of your background. This is a non-graded assignment. The speech should be 2-3 minutes long.

Informative speech (graded individually): A speech in which you inform the audience about a significant aspect of a culture different from your own. Possible topics include social customs, family traditions, holidays, clothing, food, religious traditions, sporting activities, and the like. The emphasis on this speech will be on organization, invention, and support. Visual aid for this presentation is not required. The speech should be 4-6 minutes long. The preparation outline is due

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on the day that you speak--before you give your speech. The informative speech will follow ascending alphabetical order (from A to Z).

Persuasive speech I (graded individually): A speech in which you attempt to persuade the audience for or against a question of policy. You may seek either passive agreement or immediate action from the audience. You should deal with all three basic issues of policy speeches--need, plan, and practicality. You are required to use a visual aid for this presentation. The speech should be 5-7 minutes long. The preparation outline is due on the day that you speak--before you give your speech. Persuasive speech #1 will follow descending alphabetical order (from Z to A).

Persuasive speech II (graded individually): For this assignment, you will speak on the same subject that you used for the first persuasive speech. In this speech, you will take the opposite view that you advocated in the previous assignment. This exercise is designed to enhance your ability to seek out, and to seriously consider, perspectives that might differ from your own. The ability to do this will help to develop your ability to make convincing arguments. You are required to use a visual aid for this presentation. The speech should be 5-7 minutes long. The preparation outline is due on the day that you speak--before you give your speech. Persuasive speech #2 will follow ascending alphabetical order (from A to Z).

Commemorative Speech (graded individually): For this speech, you will do a commemorative speech. In the speech, you might pay tribute to a person, a group of people, an institution, or an idea. The subject may be historical or contemporary, famous or obscure. The speech should be 4-5 minutes. Visual aid for this presentation is not required. The preparation outline is due on the day that you speak--before you give your speech. Commemorative speech will follow descending alphabetical order (from Z to A).

Written Assignments (graded individually):

Outlines: A complete preparation outline must be handed in with your graded speeches. The outline that you turn in before you speak should be more extensive than the speaking outline that you will use for the delivery of your speech. These are due on the day that you speak--before you give your speech. ***The outlines that you turn in should be typed.*** The grade for your speech plans will be part of the grade for each speech.

Take Home Exams: There will be a midterm and a final examination. The exams might include objective- type questions (multiple choice or true/false).

Participation Assignments (each group member receives the same grade):

Chapter Discussions: You will present a total of three chapters and each will be worth 20 points. You do not need to hand in anything when you discuss the chapters just make sure that you are as creative as possible when presenting. You will be graded on CREATIVITY and your ability to cover the contents in your chapter (15 minute-presentation each).

Course Policies:

1. Attendance is expected at all classes. Courses in speech communication require a high degree of class participation and interpersonal interaction. For this reason, students are expected to attend all classes. A strong emphasis will be placed on in-class participation and learning. Poor attendance prevents proper speaker/audience interaction in the classroom and will result in the reduction of

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your final grade. You are given three "freebies" (days you can miss the class). Each absence beyond three will automatically reduce your class participation grade by 5 percent. Students who do not or cannot attend classes regularly, for whatever reasons, cannot demonstrate that they have achieved the learning outcomes for the course. Students with more than three absences will find their grades affected. The professor is under no obligation to provide make-up assignments for students who have missed class.

Finally, if you miss class it is your responsibility to get class notes from another student in the class. The professor will not provide copies of his/her notes under any circumstances.

2. Cheating, plagiarism, or other forms of academic dishonesty will not be tolerated in this class. It is not an acceptable defense to claim, "I didn't know I was plagiarizing," "I didn't know what I was doing was plagiarism," or "I didn't know that plagiarizing was prohibited." In an academic environment, plagiarism is one of the most serious offenses a student can commit. Plagiarism is the intentional or unintentional representation of another person's ideas as your own. Plagiarism sometimes confuses students. It is plagiarism to turn in any portion of someone else's paper, speech, or outline as your own work. It is plagiarism to use any portion of a speech or paper from a "file" of previously used speeches and present it in class as your original work. It is plagiarism to take passages from someone's work and include it in a speech, paper, or outline without citing the original author. It is a form of academic misconduct to knowingly allow another student to use your work as their own, or to use another's work as your own. ***All material submitted for evaluation must be the original work of the student.***

3. Speeches must be delivered on the day that you are assigned. If you miss a speech, a makeup will only be allowed with a legitimate and supportable excuse. ***In fairness to students who gave their speeches on time, a makeup speech will be evaluated more strictly to take into account the extra preparation time, and will translate into at least a letter-grade drop for that speech.*** Absolutely no speeches will be allowed to be "made- up" unless you contact me ***before*** the class (by email) in which you are scheduled to speak.

4. On days when speeches are scheduled, please be on time. If you are late, do not walk in the room while someone is speaking. Wait outside the room until you hear the applause after the question-answer session. If you walk in the room in the middle of a speech or during the questions-answer sessions, your grade for your speech will be penalized by ten points (out of 100).

5. Time constraints in public speaking are extremely important. Every speech has very specific time limits. In addition, you are allowed thirty seconds grace period (either shorter or longer). If your speech is more than thirty seconds too long or too short, your grade for the speech will automatically be reduced.

6. The exams will not be allowed to be taken late unless you email me before the exam with a legitimate and supportable excuse.

7. Speech outlines are to be turned in on the day you speak, before giving your speech.

8. In order to ensure good retention and avoid distractions, devices such as computers, tablets and cellphones are not allowed in the classroom and must remain out of reach.

9. In order to create a cohesive and dynamic group, **respect and politeness** towards your professor and your classmates will be expected at all times.

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Grade Distribution:

Evaluación diferenciada a estudiantes con necesidades especiales. (Ley 51).

In case of unexpected events, alternative methods will be proposed to cover up to 11.25 hours of the 45-hour course.

Assignment	Weight	Points
Informative speech	15%	90
Persuasive speech I	15%	90
Persuasive speech II	15%	90
Commemorative Speech	10%	60
Exam #1	15%	90
Exam #2	15%	90
Participation assignments	10%	60
Participation	5%	30
Total	100%	600

Tentative Course Schedule (subject to change)

Week	DAY	Topic	Reading
Week 1	1	First Day of Class	Introductions √ Assign Introductory Speeches: √ Bring object that you identify with (2-3 minutes)
	2	-Introduction to Public Speaking -Warming Up: Using effective descriptions	√ Viewing of "The Office" and assignment of Monster exercise. √ Speech: Description and drawing of Monster √ Assignment of Readings
Week 2	3	-Warming Up: Using effective descriptions (cont.)	√ Monster Description
	4	Initiate Introductory Speeches	
Week 3	5	Introductory Speeches (cont.)	
	6	FEEDBACK	
Week 4	7	Discussion of Readings Speaking in small groups Speaking in Public	Chapter 18 Chapter 1
	8	Discussion of Readings Ethics and Public Speaking Listening	Chapter 2 Chapter 3
Week 5	9	Discussion of Readings Selecting a Topic and a Purpose Analyzing the Audience	Chapter 4 Chapter 5 √ Assign Informative Speeches √ Assignment of Speech

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			Order
	10	Discussion of Readings Gathering materials Speaking to Inform	Chapter 6 Chapter 14
Week 6	11	Discussion of Readings Supporting your ideas Organizing the body of the speech	Chapter 7 Chapter 8
	12	-Discussion of Readings Beginning and Ending the Speech Outlining the Speech	Chapter 9 Chapter 10
Week 7	13	-Exam #1 (Take Home) - Bring the draft of your informative speech's outline	
	14	Informative Speeches (4-6 minutes long)	Speeches
Week 8	15	Informative Speeches (4-6 minutes long)	Speeches
	16	FEEDBACK	
Week 9	17	-Hand in Exam #1 (Take Home) -Discussion of Readings Using visual aids Speaking to Persuade	Chapter 13 Chapter 15
	18	Discussion of Readings Methods of Persuasion: Reasoning Delivery: Presenting the Speech	Chapter 16 Chapter 12
Week 10	19	Discussion of Readings Using Language	Chapter 11
	20	- Bring the draft of your persuasive speech #1's outline	√ Assign Persuasive speech
Week 11	21	- Exam #2 Take Home -Bring the draft of your persuasive speech #2's outline	
	22	Persuasive Speeches #1 (5-7 minutes long)	
Week 12	23	Persuasive Speeches #1 (5-7 minutes long)	
	24	FEEDBACK	
Week 13	25	-Persuasive Speeches #2 (5-7 minutes long)	
	26	- Persuasive Speeches #2 (5-7 minutes long)	
Week 14	27	FEEDBACK	
	28	--Hand in Exam #2 (Take Home) -Discussion of Readings	

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		-Special Occasion Speaking	Chapter 17
Week 15	29	-Bring the draft of your commemorative speech's outline	
	30	Commemorative Speeches (4-5 minutes long)	