

SPCH 1AH / PUBLIC SPEAKING

Professor Danny Cantrell

Office: 26D-1441 | Office Hours: MW 1-2, T 11:15-1:15
(909) 274-6310 / dcantrell3@mtsac.edu
Course Website: <http://tinyurl.com/spch1ah>



COURSE TEXT

Reel, Ron et al. *From Fright to Might: A Textbook/Workbook for Public Speakers*, 7th Edition. (2012) Day and Nite Publishing.

REQUIRED MATERIALS

For this course, you will need 3x5 index cards, and access to a computer and printer. There will also be some copy costs. You must purchase the textbook as it contains many worksheets and activities we will be completing in class. Please avoid purchasing a used copy as you may be missing important worksheets.

COURSE DESCRIPTION

You will study and apply rhetorical principles to research and analyze topics, organize sentence outlines, and deliver effective public speeches. You will perform speaking and listening assignments that utilize effective verbal, vocal, and physical communicative strategies, and critical/analytical techniques.

COURSE OBJECTIVES

Upon completion of this course you will be able to:

- Create full-sentence outlines using appropriate, credible research sources and attribution.
- Utilize appropriate speech organization.
- Create and effectively utilize visual aids.
- Perform five speeches.
- Critically evaluate student speeches.
- Apply a theoretical framework in the preparation of the persuasive speech.
- Demonstrate proficiency in direct eye contact, appropriate speaking volume, and body control.
- Speak extemporaneously.
- Reduce your level of anxiety related to public speaking.
- Strengthen your library, database and online research techniques.
- Synthesize multiple research sources.
- Construct an appropriate MLA bibliography for at least six sources of research.
- Create a rough draft of a formal speech outline.

STUDENT LEARNING OUTCOMES

This course supports the following student learning outcomes:

- Students will be able to perform basic speech delivery skills.
- Students will be able to evaluate the reliability of information sources.
- Students will critically evaluate public speeches.
- Students will understand the need to adapt communication style to acknowledge the differences in others.

NON-DISCRIMINATION POLICY

"Mt. San Antonio College provides opportunities for the pursuit of excellence for all students and through its educational services...The college will provide open access to a college education and all support services without regard to sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability (including HIV and AIDS), sexual orientation, or Vietnam Era Veteran Status"

SPECIAL ACCOMMODATIONS

This campus will provide reasonable accommodations for students who face unique physical, learning, and emotional challenges. If you have special conditions as addressed by the Americans with Disabilities Act and need accommodations, please inform me within the first two weeks of the semester. There are eligibility requirements for some of the programs offered. Please visit Disabled Student Programs and services or call ext. 4290. It is your responsibility to work with DSP&S to make arrangements for special accommodations in this class.

ATTENDANCE

Because speech communication involves listening, evaluating, and writing as well as speaking, you are expected to attend ALL class meetings. Attendance and class participation are necessary for success in this course. However, I realize that there may be times when an absence is unavoidable. Therefore I offer the following *Communication Department Attendance Policy*.

Absences without penalty:

Students are allowed the following amount of absences from class without penalty in acknowledgment of occurrences such as personal or family emergencies, religious observances, transportation difficulties, serious illness, or other concerns at the discretion of each student:

16 week course/two classes per week: 2 absences

Absences in excess of these listed above will result in the lowering of your final course grade by 5% for each subsequent absence. For example, if you are receiving a 90% in the class and have one more unexcused absence than you are allowed, you will then receive an 85% for the course. If you have two extras, you receive an 80% and so on. Students are expected to have all work submitted to the instructor by the assigned date regardless of absence, and should be current with the course upon their return.

In the event of an absence on the day of a scheduled speech by that student, the student is not permitted to make up that speech and will receive a score of "0" for that assignment. (Instructors may also specify a tardy policy for speech days and/or additional penalties for other missed work if specified in their syllabus.)

Exceptions:

1) Any student who is absent for a college-approved activity (such as a field trip, athletic competition, or leadership conference) and notifies the instructor in advance of the absence will not be penalized for the absence and will be allowed to make up graded work.

2) The only other exception will require that the student apply for exception by completing the official "department of communication extraordinary exception form for attendance." The form is to be submitted to the instructor (or the instructor with the consultation of the department chair, if desired) within one week of the absence. Valid documentation must be attached to the form, and only the following circumstances will be considered:

- Mandatory court appearance
- Military service
- Hospitalization *of the student*
- Funeral

If the form is signed as approved, the student will not be penalized for the absence and will be allowed to make up the equivalent points for graded work that was missed, including speeches, through any means determined by the instructor. Students whose exceptional circumstances require them to miss a substantial number of graded assignments may be advised to pursue a withdrawal.

Makeup:

The only time a student may makeup missed work is for one of the above listed exceptions.

Tardies:

In addition to attending class, you are also responsible for being to class ON TIME. Walking in late is disrespectful to the professor as well as the rest of the class. You will be considered tardy if you arrive within the first twenty (20) minutes of class. After twenty minutes, you will be considered absent. **This means you will not be allowed to give your speech, or take an exam!** You will also be marked absent if you leave class more than twenty (20) minutes before the scheduled ending. This may include extended restroom breaks. If you leave between twenty (20) minutes and the ending time, you will receive a tardy.

BEWARE, for every three (3) tardies you will receive and unexcused absence!

CHEATING/PLAGIARISM

Cheating/ plagiarism (representing somebody else's words or ideas as one's own) of any kind will not be tolerated and will earn you an "F" on the assignment in question or an "F" for the entire course depending on the seriousness of the offense. Cases of plagiarism may be reported to the Department Chair and/or the Dean of Students.

The term "cheating" includes but is not limited to

- Plagiarism
- Receiving or knowingly supplying unauthorized information
- Using unauthorized material or sources
- Changing an answer after work has been graded and presenting it as improperly graded
- Illegally accessing confidential information through a computer
- Taking an examination for another student or having another student take an examination for you
- Forging or altering registration or grade documents

CLASS CONDUCT, RULES AND POLICIES

Please keep in mind that a college classroom is a professional learning environment in which mutual respect amongst students and between students and the professor is expected. For a detailed description of Mt. San Antonio College's Code of Conduct, please see the college catalog. Here are some examples of disruptive behavior listed in your catalog: obstruction or disruption of the educational process; willful disobedience and/or the open persistent defiance of authority; verbal or physical threats to students, faculty, or staff; excessive talking in class; turned on pagers and cell phones; passing notes in class; excessive lateness; sleeping in class; and poor personal hygiene.

Remember, we all want a comfortable, respectful atmosphere for optional learning and success. In addition, here are a few more rules and policies for my class:

- Absolutely no liquor, firearms, weapons, explosives or animals.
- **All written work must be typed in order to receive credit.**
- **E-mailed work will not be accepted.**
- You must give your speech on the day that is assigned. Unless you have a documented, excused absence, **NO SPEECHES WILL BE GIVEN AFTER THE DESIGNATED SPEECH DAYS!**
- No late work is accepted! Plan ahead!
- Instead of
- Some extra credit may be offered...stay tuned.

WARNING!

- All cell-phones, beepers, etc. must be silenced (not on vibrate) prior to the beginning of class and **be put away, out of sight.**
- If a cell phone goes off, I will ask you to leave. You will then receive an unexcused absence for that day.
 - Also, please do not text-message in class. If you do, you will be asked to leave and receive an unexcused absence as well.
 - It is best make sure phones are out of sight so that you don't even give the *appearance* that you are texting.
 - If you have an emergency please step outside to take a call or text.
 - Just say no.

***If this is a deal breaker, there are no hard feelings.
But PLEASE drop this class today to allow someone else to take your seat.***

DESCRIPTION OF SPEECHES

Introduction Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Introduction	1-2 min	N/A	N/A	Optional	None	0

This is your first presentation, but don't panic! You will **not** be graded on this assignment. You will pick a partner in class. Then you will interview this person. Find out as many interesting and relevant facts as you can. For example, where is he/she from? Hobbies? Interests? Major? Etc. Then your partner will interview you to find out similar facts. Once you have gathered all of your information, you and your partner will stand in front of the class and introduce each other. Pay close attention to these speeches. They will help you to do a little early audience analysis. After all, these are the people you will be speaking in front of for the rest of the semester.

Impromptu Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Impromptu	3 min	N/A	N/A	1-3x5 card	None	50

The purpose of this speech is to develop your ability to speak well with little or no preparation time. Topics and formats will be discussed in class but keep in mind, preparation time may not exceed 5 minutes and assigned speaking time must be a minimum of 3 minutes per student.

Demonstration Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Demonstration	4-6 min	Optional	Required	3-3x5 cards	Required	150

This speech allows you to call upon your own experience in order to teach the audience how to do something. The key to organizing this speech is to take it step by step. It should follow a chronological pattern. Also, try to impress us with something you think would be of special value or interest. Allow yourself to be creative. For example, we probably already know how to tie a shoe or brush our teeth!

Informative Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Informative	5-7 min	4-6	Required	3-3x5 cards	Required	300

This speech adheres to all of the characteristics we've discussed thus far regarding informative speaking. A critical factor in this speech is organization. The main points should be arranged in different ways such as topical, spatial, etc. Demonstration speeches are not allowable for meeting this requirement. Be imaginative and creative in developing your speech. Remember to be objective rather than persuasive. As one of the two major speech assignments in the course, rigor and critical thinking are essential for this assignment. Research should primarily be drawn from credible and/or scholarly publications. All required sources should be drawn from the Mt. SAC library databases. Your visual aid will consist of a 3-5 slide PowerPoint.

Persuasive Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Persuasive	6-8 min	6-8	Required	3-3x5 cards	None	300

In this speech, you will select a policy or behavioral persuasive topic. You will most likely identify a pressing problem, relate its significance to the audience, explain what the causes of the problem are, and suggest possible solutions to the problem. Sales-type presentations and group presentations are not allowable for meeting this requirement. You must use an appropriate persuasive pattern of organization such as Problem-Cause-Solution, Monroe's Motivated Sequence, or Three Reasons. You should emphasize appropriate and credible motivational, emotional and logical appeals. Close attention should be paid to the use of supporting materials, organization, analysis, word usage and delivery. As you work to create your solution, remember the steps you followed for determining the causes of the problem and make sure that your solution steps remedy those causes. Again, as one of the two major speech assignments in the course, rigor and critical thinking are essential for this assignment. All required sources should be drawn from the Mt. SAC library databases. No Visual aids will be allowed during the speech - persuade us with your logic and speech!

Cultural Artifact Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Cultural Artifact	5 min	2	Required	1-3x5 cards	Required	25

In this speech, you will prepare a speech that pays primary attention to the examination, explanation, or analysis of an artifact of a culture, co-culture, counter-culture, etc... The presentation shall contain a representation of the artifact (visual or audio). This speech is designed to explore the relationship between artifacts and cultural knowledge. You may select an element from your own culture or another culture. This is an informative style speech so you should follow the principles of informative speaking including organization, use of sources, etc. These speeches will be done in small groups a few times during class.

Extemp Speech

Speech	Time Limit	Sources	Outline	Notes	Visual Aid	Total Pts
Extemp	5 min	3	Required	1-3x5 cards	None	25

In this speech, you will prepare a speech that answers a current event question. You will need at least three current sources drawn from newspapers and/or magazines to answer your question. You will know your topic area and question before class. This is a persuasive speech on current events so you should follow the principles of persuasive speaking. These speeches will be done in small groups during class.

GRADING AND EVALUATION

There are a total of 1000 points possible in the course. The point breakdown is as follows:

Assignment	Possible Points	Your Points
Homework/Classwork	50	
Impromptu Speech	25	
Demo. Outline (25 draft/50 final)	75	
Demo. Speech	100	
Info. Outline (50 draft/50 final)	100	
Informative Speech	200	
Pers. Outline (50 draft/50 final)	100	
Persuasive Speech	200	
Cultural Artifact Speech	25	
Extemp Speech	25	
Info Reflection	50	
Per Reflection	50	
Extra Credit	?	
Total	1000	

***Remember that every three tardies equals one absence. Each additional unexcused absence is 5% or 50 pts off of your final grade.**

Office Hours

I strongly recommend visiting me during office hours to get feedback on your outlines and presentations. My office is located in 26D-1441 (Forensics Room). My office hours are:

Monday and Wednesday 1-2pm, Tuesday 11:15-1:15pm

*Due to my forensics travel schedule various classes might have substitutes and/or be cancelled. I will make sure to let you know ahead of time and list the information on the class website.

This spring I will be travelling extensively for our State Championship, National Championship, and international trip to China - please be extra careful on dates and note when assignments are due. I appreciate your flexibility this semester. Updates will be posted on the class website.

Course Schedule (Subject to change)

DATE	TOPIC	ASSIGNMENTS DUE
2/24	Introduction to Course & Syllabus Review	
2/26	Welcome to Public Speaking	READ: Chapter 1 DUE: Speeches of Introduction
3/3	Public Speaking in a Democracy	READ: Chapter 5 DUE: HW #1
3/5	Introduction to Outlining	READ: Chapter 10 DUE: HW #2
3/10	Speech Anxiety	READ: Chapter 2
3/12 ST	TBA / Delivery	
3/17	Informative Speaking	READ: Chapters 8,9 & 14
3/19	Visual Aids / Demo Workshop	DUE: Draft Demo Outline
3/24	Demo Speeches ***	DUE: Final Demo Outline
3/26	Demo Speeches ***	DUE: Final Demo Outline
3/31 HOL	<i>No Class - Campus Holiday</i>	
4/2 PRP	TBA / Audience Analysis	READ: Chapter 6
4/7 PRP	TBA / Listening	READ: Chapter 3 & 4
4/9 PRP	TBA	
4/14	Informative Workshop	DUE: Draft Info Outline
4/16	Informative Speeches, Group A ***	DUE: Final Info Outline
4/21	Informative Speeches, Group B ***	DUE: Final Info Outline
4/23	Cultural Artifact Speeches	DUE: Final Cultural Artifact Outline
4/28	Persuasive Speaking	READ: Chapter 15
4/30	Theories of Persuasion	DUE: Info Reflection
5/5 CH	TBA /	
5/7 CH	TBA /	
5/12 CH	TBA /	
5/14 CH	TBA /	
5/19	Persuasive Workshop	DUE: Draft Pers Outline
5/21	Persuasive Speeches, Group B ***	DUE: Final Pers Outline
5/26 HOL	<i>No Class - Campus Holiday</i>	
5/28	Persuasive Speeches, Group A ***	DUE: Final Pers Outline
6/2	Extemp Speeches	DUE: Final Extemp Outline
6/4	Impromptu Speaking	READ: Chapter 17
6/9	Impromptu Speeches	DUE: HW #3 Impromptu Archive (P. 73) DUE: Pers Reflection

Our final exam is scheduled for Monday, June 09 from 1:30-4:00pm in our normal meeting place.
We do not have class on Wednesday, June 11.