

Red Rocks Community College

Department of Communication Studies

COM 115: Public Speaking Summer 2010 Syllabus

Instructor: Russell Wartalski, M.A.

Days: Saturday | (June 5 – July 17)

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Time: 9:00 a.m. – 5:00 p.m.

Office hours: By appointment only

Room: 2317

D2L: <https://rrcc.desire2learn.com/>

Add'l. materials 5 RW DVDs (or) 256k+ flash drive

Required course textbook: Lucas, S. (2009). *The art of public speaking* (10th ed.). Boston: McGraw Hill

I. **Course overview and objectives**

The purpose of this course is to enable students to better understand the concepts and theories of public speaking. Through speeches, course work and class discussions, students will cultivate and further improve their personal and professional communication skills. Students will have the opportunity to make connections between the course work and their lives.

This course offers students the opportunity to:

- Understand basic concepts important to the field of human communication
- Speak accurately, fluently, and clearly to large groups/audiences
- Analyze and speeches and arguments that you encounter in public dialogue
- Learn about research and employ it effectively within the assigned speeches
- Engage in critical thinking and listening exercises
- Cultivate interpersonal and group communication skills

I gave a speech in Omaha. After the speech, I went to a reception elsewhere in town. A sweet old lady came up to me, put her gloved hand in mine and said, "I hear you spoke here tonight." "Oh, it was nothing," I replied modestly. "Yes," the little old lady nodded, "that's what I heard." - President Gerald R. Ford

II. Student Responsibilities, Participation, and Academic Policies

Overview

Being successful in college is largely determined by the dedication and effort that a student puts forth. To be successful, a student should keep a few key points in mind: 1) attend class regularly; 2) arrive to class on-time; 3) listen attentively to lectures and video presentations; 4) engage in group discussions; and, 5) turn all assignments in on-time. Participation is one of the key factors to being successful in this class.

Attendance

It is assumed that students will make every effort to attend all classes throughout the semester. If a student is unable to attend a class session due to a personal or professional commitment, please contact the instructor prior to class via e-mail. Since this course utilizes highly experiential activities and discussions, it will be difficult to gain the course content if more than one day is missed. ***If a student misses more than one class period during the semester, it is strongly suggested that the student drop the course.*** For students who are unable to meet the attendance requirement – due to a personal/professional commitment or illness – and would like to stay enrolled in the course, they must select ***one*** of the following options to make up for their absences:

1. Please write a 10-page paper discussing a theory or concept – *and its implications* – of contemporary communication research. It may be necessary to access other related resources to fulfill the page requirement. The paper is due on the last day of class.
(or)
2. Please select and read about a communication related topic and write a 10-page book review to share with class. In this way, each member of the class gets to interact with the selected book through the written review. The written book review and presentation will be due on the last day of class.

If a student misses three or more classes and does not fulfill one of the above options, then the student's overall grade will be reduced one and a half letter grades at the end of the semester. Please keep the above mentioned attendance policies in mind when taking a day off from class.

Late Work

Readings, class discussions, and presentations, combined with attendance and participation, will affect the student's overall grade. Late work will automatically be reduced one letter grade – to a 'B' - before being graded, and will receive little feedback.

Behavior and R-E-S-P-E-C-T! (a.k.a. – classroom manners)

There is an expectation that everyone in class will be respectful of other people and perspectives. Differences of opinion are inevitable and should be expected, especially in a public speaking course. Students may not always agree with the opinions that others may express in class; however, everyone enrolled in the course should be respectful of all speakers that present in this class. Communicating respect for others means treating others the way you would like to be treated. Students that engage in any type of harmful/hurtful/demeaning behaviors will immediately be referred to the Dean of Students office and/or RRCC campus police. Keep all comments, gestures, homework, and speeches ***clean and legal!***

Grammar & Sentence Structure

When presenting a speech, students need to utilize correct grammar and are discouraged from using slang, 'text-speak', and/or any other form of communication that is not standard English. Students are expected to write their written assignments using complete sentences that employ

correct grammar and punctuation. As well, students should be well rehearsed on the day that they are to give their speech. (Remember: Students need to rehearse their speeches outside of class – on their own time – before presenting!) Students need to ask questions about assignments and course work – ***before the due date*** – if they are unclear about what is expected.

Typing Policy for Assignments

College-level work is expected on all assignments. All work must be typed as handwritten assignments **will not** be accepted for credit. The only exception to this rule is for note cards used for speeches. Note cards may be handwritten as they will not be turned in to the instructor. There are computer labs located on campus so there is no excuse for any student to turn in handwritten assignments. All assignments must be double-spaced, using 12-point Times New Roman (*or*) Arial font – both fonts are installed on computers at RRCC. This policy conforms to American Psychological Association (APA) standards. Students **will not** be allowed to cite sources using Modern Language Association (MLA) style. Points will be deducted if a student hands in an assignment that utilize font types and/or sizes other than those mentioned above.

Academic Integrity

All forms of academic dishonesty (e.g. – cheating, plagiarism, etc.) will not be tolerated. “Those committing academic dishonesty will be subject to disciplinary action: failing the assignment and/or the course and/or being expelled from the college (RRCC Student Handbook, p.29).” Accordingly, a student who engages in any form of academic dishonesty will – at the least – receive zero credit for their work. **Please note: In a speech communication class, plagiarizing includes not identifying research sources to your audience during a speech.**

Students with Special Needs

RRCC will provide accommodations for qualified students with disabilities. Students who wish to request an accommodation should contact the Director of the Office of Special Services, Ms. Jacqueline Stanton, as soon as possible. Ms. Stanton can be reached by phone at 303.914.6731 V/TDD, or by e-mail at Jacquelyn.Stanton@rrcc.edu. The Office of Special Services is located in the Learning and Resource Center (LARC) in Room 1185. Student requests for special accommodations should be made to the instructor early in the semester.

III. Assignments and Grading

Speech I

Speech I will be an *introductory* speech. Students will present a 3 – 5 minute speech on their life, which will also include an account as to where they see themselves in the future. Students must present an introductory speech before they will be allowed to present any subsequent speeches.

Speech II

Speech II will be a *demonstration* speech. Students will demonstrate some sort of process to the class. Please make sure to clear your topic with the instructor before you present your speech. The speech should be 3 – 6 minutes in length, and students must submit an outline before presenting their speech.

Speech III

Speech III will be *informative* and emphasis will be given to research. Students will have 5 – 9 minutes to inform the class about a topic of their choice. Students are required to turn in a typed outline and bibliography with at least three scholarly sources.

Speech IV

Speech IV will be *persuasive*, and just like speech III, students will focus their efforts on research. Students will present a 6 – 10 minute persuasive speech on a topic that they will clear

with the instructor before doing any research. Students must turn in a typed outline and bibliography with at least four scholarly sources before presenting their speech.

Speech V

Speech V will provide students with the opportunity to present a *speech of their choice* (e.g. – informative, persuasive, demonstration, biographical, commemorative, etc...). The speech should be 6 – 10 minutes in length. Students will turn in a typed outline (a bibliography is optional for this speech).

Mid-term & Final Exam

A mid-term and final exam will be administered during the semester. A study guide will only be available for the mid-term exam. Since study guides are not given out for the final exam, students are encouraged to form study groups as they prepare to take the last exam of the semester.

Participation

Students need to actively engage in class discussions and collaborate with others when working on group assignments. Students may earn up to 5 points per day for participation.

Grading Scale: 100-90% = A 89-80% = B 79-70% = C 69-60 = D 59-0 = F		
Breakdown of Work	Total Possible Points	Earned Points
Speech I: Outline	P/F	
Speech I: Presentation	P/F	
Speech II: Outline	10	
Speech II: Presentation	30	
Speech III: Outline & Bib.	15	
Speech III: Presentation	40	
Speech IV: Outline & Bib.	15	
Speech IV: Presentation	50	
Speech V: Outline & Bib.	20	
Speech V: Presentation	60	
Mid-term Exam	75	
Final Exam	100	
Participation (5 points per day possible)	35	
Total Points	450	

(Course content and calendar may change without notice at any time during the semester!)