COM 111.003 (9:30-10:45 AM on TR)
Public Speaking
FALL 2019: Miller Science 233
Stephen F. Austin State University
Languages, Culture & Communication
Communication Studies
www.sfasu.edu/commstudies

Professor: Elizabeth L. Spradley, Ph.D.
Assistant Professor of Communication
Communicatino Studies Basic Course Coordinator
Office: LAN 416 Office Hours: 10:50-12:20 TR; 1:45-2:45 T; 12-1 W
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E-mail: espradley@sfasu.edu Class Times: 9:30 TR, 12:30 TR, 1 MW, Online

COURSE DESCRIPTION:

SPCH 1315 “Public Speaking” (3 credits) typically meets either three times a week (Monday/Wednesday/Friday) in 50-minute sessions or twice a week (Tuesday/Thursday) in 75-minute sessions or once a week (variable days) in a single 2.5 hours session for a 15-week semester with 2 hours designated for final examination. Online delivery of the course replaces face-to-face weekly sessions for text-based and audio-visual content developed in learning modules for students to complete including online, interactive class discussions, online interactive assignments and online speech upload and peer reviews. Students are assigned at least four speeches, readings, unit quizzes, written assignments, formal speech outlines and out-of-class listening activities. These various activities average a minimum of 6 hours of work each week to be prepared to engage in face-to-face class meetings or online activities.

COURSE MATERIALS:
• 4X6 Index Cards for speaking notes

COURSE OBJECTIVES:
1. Demonstrate speaking processes through invention, organization, drafting, revision, editing, and presentation.
2. Analyze audience and purpose to select appropriate, ethical communication choices.
3. Understand and apply different modes of expression.
4. Listen as an audience member and provide constructive criticism.
5. Understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument.
6. Develop the ability to research and write and oral presentation.

COMMUNICATION PROGRAM LEARNING OBJECTIVES: *PLOs assessed in this course.
1. Theory Knowledge: Students majoring in Communication Studies should display comprehension of major communication theories.

2. Theory Application: Students majoring in Communication Studies will apply the major theories in the field to communicate effectively in a variety of settings.

3. Research Methods: Students majoring in Communication Studies will be able to use and demonstrate understanding of appropriate methodology in critical, humanistic, or social scientific paradigms in examining research questions in communication.

4. Diversity and Freedom of Expression: Students majoring in Communication Studies will be able to recognize the central role of diversity and freedom of expression in a global community.

5. Constitutive Nature of Communication: Students majoring in Communication Studies will be able to demonstrate knowledge of the constitutive nature of communication, which includes forces that enable and constrain communication such as technology, ethics, and organizational life.

6. Higher Order Thinking: Students majoring in Communication Studies will be able to demonstrate oral and written competence in logical and critical thinking.

UNIVERSITY PROGRAM LEARNING OBJECTIVES:

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

2. Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication

3. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

4. Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making

COURSE POLICIES: The following policies will apply toward classroom decorum.

1. ACCEPTABLE STUDENT BEHAVIOR: Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

2. ELECTRONIC DEVICES: Students are expected to appreciate the learning environment and to prevent unnecessary distractions. All phones, MP3 players and PDAs, including headphones, must be off and out of sight during class, unless instructed otherwise. Laptops and tablets may be used; however, it is expected these devices will only be used for taking notes. Disruptive electronic use will result in a half-letter grade deduction from the final course grade for each disruption.

3. COURSE ADAPTATIONS: To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.
FOR THIS COURSE, the instructor expects students who receive institutional disability services approval to manage course adaptations responsibly by meeting with the instructor to discuss the specific accommodations for this course. For all assignments that require accommodations, the instructor appreciates an email reminder at least two days before each assignment. It is your responsibility to keep up with any course adaptation. Documentation for adaptations from ODS is required before any adaptations will be discussed or considered.

4. ACADEMIC INTEGRITY: Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism. Definition of Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

5. D2L (Brightspace) AND ONLINE COURSEWORK: ALL students are expected to use D2L in this course to perform and keep up with graded activities and scheduled readings. Students should sign in at http://d2l.sfasu.edu using the same username and password as MySFA. Students are responsible for using the platform correctly, using reliable technology, and using reliable internet services. The University supplies these tools in the Library and other Lab locations.

6. GRADE WITHHELD POLICY (Semester Grades A-54): II. Withheld Grades: Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. http://www.sfasu.edu/policies/semester_grds.asp

COURSE INVOLVEMENT: Attendance, Participation and Make-up Work Policy: Students are expected to attend every class meeting. Generally, the following policy will apply to absences and make-up work:

1. For evaluated activities such as exams/celebrations and writing assignments, absences will NOT be allowed. You will be allowed to make up the activity only when conditions are clearly beyond your control and are convincingly documented. That means you need an official note. If you do not have valid documentation for the absence, you will receive a ZERO for the assignment.
2. There is no provision for absences for class meetings that do not involve graded activities. Your professor will not hear excuses for these days. However, University valid documentation is required to not be penalized on the final course grade. Documentation means in writing.
3. Attendance can add to your final course grade, including, but not limited to Daily and Service Learning Involvement points. Student who miss class are likely to not pass. Absences and
other instances of lack of course involvement, such as sleeping or using social media, can and will result in half-letter grade deductions from the final course grade for each infraction.

**COURSE SCORING:** In addition to the attendance requirements for successful class completion, students will be evaluated using exams and written work. Each evaluated activity must be completed and turned in by the scheduled class meeting time. Your professor throughout the semester will provide additional instructions. **This course is worth 1000 points.**

**TESTS:** During the course of the semester students will answer test/quiz questions regarding the theories, concepts, and practices of public speaking. Students will complete three exams. **Each exam will be worth 100 points. Tests will total 300 points.**

**SPEECHES:** During the course of the semester you will be expected to perform a variety of speech assignments outlined below. Additional instructions are referenced in the COM 111 Workbook and by the instructor.

<table>
<thead>
<tr>
<th>Speech</th>
<th>Purpose</th>
<th>Time</th>
<th>Number of Citations</th>
<th>Value of Presentation</th>
<th>Value of Outline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction</td>
<td>1-2 minutes</td>
<td>0</td>
<td>50</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>Informative: A Few of My Favorite Things</td>
<td>3-5 minutes</td>
<td>2 to 3</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>3</td>
<td>Informative: Career Topic</td>
<td>5 minutes</td>
<td>4 to 5</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>4</td>
<td>Persuasive: Monroe's Motivated Sequence Speech on an Advocacy Issue</td>
<td>5 minutes</td>
<td>4 to 5</td>
<td>100</td>
<td>50</td>
</tr>
<tr>
<td>5</td>
<td>Elevator Pitch for a Career Fair</td>
<td>1 minute</td>
<td>0</td>
<td>100</td>
<td>0</td>
</tr>
</tbody>
</table>

**ASSIGNMENTS:** During the course of the semester you will be expected to participate and complete various assignments in and out of class.

**Presentational Aids:** Speech 4 will require the use of a presentational (visual) aid. All use of presentational aids should follow the requirements from the chapter in the text and workbook material.

**Assignments are worth 200 points.**

**TENTATIVE COURSE CALENDAR:** The course calendar should be used by students to see when daily readings and when exams are scheduled. The calendar is subject to change based on student learning progress and unforeseen occurrences. In the event the calendar changes, announcements will be emailed to the student’s SFA email, sent through JackTEXT, and posted on D2L announcements.

**August**
8/27 Introductions and Syllabus
8/29 CHAPTER 1 Understanding Public Speaking
September
9/3 CHAPTER 4 Fundamentals
9/5 CHAPTER 3 Listening
9/10 Speech 1 Round 1
9/12 Public Speaking Exercise
9/17 CHAPTER 2 Ethics and Citing Sources
9/19 CHAPTER 5 Choosing a Topic
9/24 CHAPTER 6 Knowing your audience
9/26 Test 1 Online: Exams must be taken between 8am and 11pm on D2L.

October
10/1 CHAPTER 7 Research & CHAPTER 8 Support
10/3 CHAPTER 9, 10, and 11 Structure
10/8 Speech 2 Outline Workshop
10/10 Speech 2 Round 1
OUTLINES DUE ON D2L FOR THE ENTIRE CLASS
10/15 Speech 2 Round 2
10/17 CHAPTER 15 Informative Speaking
10/22 Test 2 Online: Exams must be taken between 8am and 11pm on D2L.
10/24 CHAPTER 15 Informative Speaking continued
10/29 Speech 3 Round 1
OUTLINES DUE ON D2L FOR THE ENTIRE CLASS
10/31 Speech 3 Round 2

November
11/5 CHAPTER 12 & 13 Delivery and Language
11/7 CHAPTER 14 Presentational Aids
11/12 CHAPTER 16 & 17 Persuasive Speaking
11/14 Speech 4 Outline Workshop
11/19 Speech 4 with Presentational Aid Round 1
OUTLINES DUE ON D2L FOR THE ENTIRE CLASS
11/21 Speech 4 with Presentational Aid Round 2
11/26 Thanksgiving Holiday
11/28 Thanksgiving Holiday

December
12/3 Chapter 18 Special Occasion Speaking
12/5 Speech 5 (all students present)

December 9-11: Test 3 Online: The exam must be taken between 8am on start date through 11pm on end date on D2L.

Fall 2019 Important Dates:
- 8/29 Last to Change Schedule Other Than to Drop Courses; Last Day to Register
- 9/10 12th Class Day
- 10/16 Mid-Semester
- 10/23 Last Day to Drop Classes; Last Day to Withdraw from the University without WP or WF
- 11/15 Last Day to Apply for Degrees to be Completed in May 2020
- 12/2 Last Day to Withdraw from the University
- 12/9-12/13 Final Examinations