

Angelina College – School of Arts and Education
SPCH 1315 – Public Speaking
Instructional Syllabus

I. BASIC COURSE INFORMATION:

- A. COURSE DESCRIPTION:** SPCH 1315 – Public Speaking. Application of communication theory and practice to the public speaking context with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students’ speaking abilities, as well as ability to effectively evaluate oral presentations. Three lecture hours each week.
- B. INTENDED AUDIENCE:** The intended audience for this course is any college student who desires to improve his/her public speaking skills.
- C. INSTRUCTOR:** Libby Stapleton
Office Location: Hudgins Hall, Room 102D
Office Hours: Mondays 1-4 p.m.
Wednesdays 2:45-4 p.m.
Tuesdays and Thursdays 9-9:30 a.m.
Fridays 9 a.m.-4 p.m. by appointment
Phone: 936-633-5288
E-mail address: lstapleton@angelina.edu

II. INTENDED STUDENT OUTCOMES:

- A. Core Objectives Required for this Course –**
- 1. Critical Thinking** – to include creative thinking, innovation, inquiry, analysis, evaluation, and synthesis of information
 - 2. Communications** – to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
 - 3. Personal Responsibility** – to include ethical recognition, personal accountability, and commitment toward task completion
- B. Course Learning Outcomes for all sections** – Upon successful completion of this course, students will:
1. Recognize and understand the foundational models of communication.
 2. Apply elements of audience analysis.
 3. Demonstrate ethical speaking and listening skills.
 4. Research, develop, and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
 5. Demonstrate effective usage of technology when researching and presenting speeches.
 6. Understand how culture, ethnicity, and gender influence communication.
 7. Develop proficiency in presenting a variety of speeches as an individual or group (e.g. narrative, informative, or persuasive).

III. ASSESSMENT MEASURES:

A. **Assessments for the Core Objectives**

1. **Critical Thinking:** Students are assessed through questions embedded in exams, which reflect evaluation of persuasive speeches. The questions embedded in exams will measure selection and understanding of information, application of material, analyzing points of view and arguments, and formulating solutions. Students will be assessed by means of the standardized AC rubric for Communication.
2. **Communication:** Students are assessed by means of a rubric that reflects evaluation of written, oral, and visual communication skills in a speech that utilizes a visual aid. Students will be assessed by means of the standardized AC rubric for Communication.
3. **Personal Responsibility:** Students are assessed by means of a rubric that reflects evaluation of ethical decision making through a persuasive speech on a contemporary issue. Students will be assessed by means of the standardized AC rubric for Personal Responsibility.

B. **Assessments for the Course Learning Outcomes –**

1. Students will demonstrate recognition and understanding of the foundational models of communication through questions embedded in exams.
2. Application of the elements of audience analysis will be reflected through questions embedded in exams.
3. Students will demonstrate ethical speaking and listening skills through the presentation of persuasive speeches and a critique of a peer's speech.
4. Students will present four extemporaneous speeches evaluated by a grading rubric gauging verbal and nonverbal techniques. Works cited pages will be submitted as well as an outline to evaluate research and development.
5. Students will demonstrate the effective use of technology by using presentation software for at least one speech.
6. Students will demonstrate an understanding of how culture, ethnicity, and gender influence communication through questions embedded in exams.
7. Students will demonstrate comprehension of presentation skills in a variety of speeches throughout the semester.

IV. INSTRUCTIONAL PROCEDURES:

A. **Methodologies common to all sections** – Methodologies that are utilized in presenting course content, include but are not limited to lectures, class discussions, student presentations, audiovisual presentations, role-play activities, and small-group scenarios.

B. **Methodologies determined by the instructor** – No additional

V. COURSE REQUIREMENTS AND POLICIES:

A. **Required textbooks and Recommended Readings, Materials, and Equipment**

Textbook – *The Speaker's Primer* by Joseph M. Valenzano III, Stephen W. Braden, and Melissa A. Broeckelman-Post, 2nd Edition, ISBN 978-1-68036-321-0, Chapters 1-21.

Materials and Equipment – One (1) flash drive for visual aids for speeches, a notebook for taking notes, and a writing utensil.

ACCESS TO BLACKBOARD: ALL TESTS (except the final exam) WILL BE IN BLACKBOARD.

Resources – NetTutor – on line tutorial service available in most subjects (accessible through Blackboard)

B. Course Policies – (This course conforms to the policies of Angelina College as stated in the *Angelina College Handbook*.)

- 1. Educational Accommodations** – If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you may fill out the Educational Accommodations application within your AC Portal under the “Student Services” tab. A Student Success team member will contact you once the application is received. At a post-secondary institution, you must self-identify as a person with a disability in order to receive services. For questions regarding the application process, you can visit the Office of Student Success and Inclusion in the Student Center (Room 200) or text 936-463-8078 or email access@angelina.edu.

Angelina College admits students without regard to race, color, religion, national origin, sex, disability, or age. To report any complaints of discrimination related to disability, contact the Mr. Steve Hudman, dean of Student Affairs, Room 104 in the Administration Building or call 936-633-5292 or by email shudman@angelina.edu.

- 2. Attendance and Tardiness** – Excessive absences are defined as three or more consecutive absences or four or more cumulative absences from regularly scheduled class periods. Virtual classes must document equivalent participation. The summer terms call for two or more consecutive or three or more cumulative absences. A three-hour night class counts as two class periods. Students will not be dropped and will be allowed to make up work for absences because of (1) College District (including early college high school) authorized and sponsored activities and (2) religious holy days. It is the student’s responsibility to arrange for make-up work with the instructor and to complete it within a reasonable time. In accordance with the Texas Education Code, each student is allowed to be absent from a class for the observance of a religious holy day. A “religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code. The student must notify the instructor of each class of the anticipated absence no later than the 15th calendar day after the first day of the semester. A student who is excused under this section must complete all assignments or missed examinations at the direction of the instructor.

Because a significant portion of this class is based on participation and observation, part of your grade for the course will be determined by your attendance and active participation in class. Students are expected to attend all classes and be on time. Any student with three (3) consecutive absences or four (4) cumulative or random absences may be dropped from the class. However, do not assume that non-attendance in class will always result in an instructor drop. **A student must officially drop a class or risk receiving an F in that class.** If a student does not drop or accumulates four (4) random absences after the drop

date, the student's final grade will be lowered by one grade. Three times of being tardy to class will equal one absence.

Also, if you are tardy to class on one of the days students are giving speeches, please wait in the hallway until a student finishes his or her speech before entering the classroom. Students who do not attend class regularly or who perform poorly on class work/tests may be referred to the Early Alert Program.

3. **Class cancellations** – Notification of class cancellations due to inclement weather will be sent to KTRE Channel 9 television and to the local radio stations by 6 a.m. on the day in question or by 3 p.m. for evening classes. Students should also sign up to receive emergency alert notices on your cell phone or through e-mail by going to **getrave.com**. Your student email is automatically signed up for these alerts. To sign up for RAVE or to obtain more information about this emergency alert system, visit the link <https://www.getrave.com/login/angelna>. Students will be expected to attend if classes have not been cancelled. If you do not attend, you will be counted as absent.
4. **Leaving class during class time** – Students are expected to stay in class for the whole time until the instructor says they may leave. If any student just needs a quick bathroom break, please feel free to leave the class at any time except during another student's speech. However, leaving class early for any other reason is rude and disruptive to the instructor and fellow students. If it is imperative that a student leave class early, please get permission before the class starts; otherwise, that student will be counted absent.
5. **Cell Phones** – **PLEASE TURN OFF OR SILENCE ALL CELL PHONES AND OTHER DIGITAL DEVICES DURING CLASS TIME AND REMOVE ALL EAR PIECES TO BE ABLE TO CONCENTRATE ON THE COURSE.** If a cell phone rings during class or a student is caught texting during class, that student will be asked to leave class and will receive an absence for that day. If a cell phone is seen in use during a test or another student's speech, that student will receive a zero for that speech even if he/she has not given his/her speech yet. ***Cell phones cannot be used for taking notes*** in class.
6. **Computers** – Personal computers may be brought to class for taking notes for this class only. They may not be open while speeches are being given. If a student is caught doing anything other than taking notes for the class, he or she will be asked to leave the computer at home.
7. **Late work and extra credit** – **Oral presentations (speeches) and tests must be delivered/taken when scheduled or the student will receive a 0 (ZERO) for the assignments missed.**
8. **Disruptive behavior** – Disruptive behavior will not be tolerated in this class! *See sheet titled "Class Policies."*

VI. COURSE OUTLINE: *(See Course Schedule handout for exact days)*

A. Modules:

This course is divided into four (4) modules. Each module consists of reading specific chapters from the text, taking tests, and completing in-class work.

B. Performance assignments:

Each student enrolled in SPCH 1315 is expected to complete four speeches in class during the period of time for student speeches. Each speech will be assigned a numeric grade ranging from 0 to 100. Each speech is critiqued and graded according to the guidelines on the Critique Sheet.

When a student fails a speech, his or her failure is almost always due to one or more of the following problems: (1.) He or she is not prepared to speak; (2.) he or she fails to meet the requirements of a specific speaking assignment; or (3.) he or she reads a speech rather than delivering it extemporaneously.

In addition, each of the “Speaking Assignments” categories has a specific time requirement. Each student must keep his or her presentations within these time requirements. A penalty of one point per 10 seconds will be deducted from the student’s grade for all deviations from the required time limits on each speech.

Several weeks of the semester will be allotted for student speeches. The student must reserve his or her place on the speaking schedule in advance. The student **MUST** speak on the assigned day. A 0 (zero) will be recorded for that particular speech if the student neglects to speak on the assigned day. No student may sign up for more than one speech during one class period. Also, it is not advised to speak twice in one week.

In general, no set order has been assigned for the student speeches; therefore, students are free to choose topics from the “Speaking Assignments” list in any order they choose. However, a student may not repeat a category. The “Speaking Assignments” list allows each student to select his or her speech subjects from eight different categories: *See attached list and requirements for each.* A student will not receive credit for more than one speech from any one category.

C. Performance:

Speeches are to be extemporaneous; therefore, they are to be prepared beforehand. A complete outline must be submitted as required by the instructor prior to speaking. All outlines **MUST** be typed. Speeches are not permitted without an outline. At least one of the four required speeches must be persuasive in nature; the other three may be either narrative, informative or persuasive. In addition, the required persuasive speech will be videotaped during a designated week onto a flash drive brought to class by the student when he or she is presenting the taped speech. The student will receive a zero on the Self Critique if the flash drive is not supplied as requested.

VII. COURSE CONTENT:

A. Content/Topics:

The dates for the modules are as follows: *(subject to change)*

Module 1 – Chapters 1, 2, 6, 19, 20, 8 – Jan. 17 through Jan. 31

Module 2 – Chapters 7, 9, 11, 12, 14 – Feb. 12 through Feb. 26

Module 3 – Chapters 17, 13, 15, 3 – Feb. 27 through March 26

Module 4 – Chapters 18, 10, 4, 16, 21 – March 28 through April 18

The final exam will be a written analysis of a speech to be email to the instructor no later than noon on the regular exam day.

B. Additional content –

1. Speaking assignments – *See attached list titled “Speaking Assignments.”*

2. Tests – Students will take four written tests (one for each module) over text material and in-class presentations/lectures as noted in the course schedule. The final exam will be comprised mainly of a performance and/or a comprehensive written analysis/evaluation. **All tests, except the final exam, for this course are to be taken online in Blackboard no later than the due date/time.** The times for taking the tests will be posted in Blackboard and will be on the course schedule on Blackboard. Always check Blackboard/course schedule for due dates,

etc. NO MAKEUPS will be given for missing one of the required tests, daily exercises, or other assignments.

VII. EVALUATION AND GRADING:

A. Grading Criteria for the oral presentations (speeches) –

1. 100-90 = A – an outstanding speech. Clear purposes well adapted to needs and interests of the audience. Excellent eye contact, posture, and gestures. Excellent content, well-organized, excellent wording, and overall delivery, as well as a well-prepared outline.
2. 89-80 = B – a speech approaching the qualities of an A speech. No major weaknesses, but not achieving the highest standard of excellence.
3. 79-70 = C – an acceptable, average speech. Clear purpose, adequate support, and apparent organization. Meets minimum requirements for a speech.
4. 69-60 = D – Unclear purpose and serious deficiencies in some, and perhaps all, areas of content, organization, wording, and delivery, and/or serious deficiencies in meeting major criteria established for that speech.
5. 59 and below = F – An unacceptable speech that reveals a lack of preparation and/or poor delivery.

At the end of the semester, your highest speech grade out of the four speeches will be added to the total of the four speech grades to give a possible 500 points to be earned on the speeches.

B Grading Criteria for the class –

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|----|---|------------|
| 1. | 4 speeches (oral speaking performances) | 500 points |
| 2. | Attendance / participation | 100 points |
| 3. | Module exams and final exam (May 7) | 250 points |
| 4. | Daily exercises/classroom assignments | 50 points |
| 5. | Critiques (2 @ 50 points each) | 100 points |

TOTAL POINTS

1,000 points

C. Determination of Grade –

- A = 1,000-900
- B = 899-800
- C = 799-700
- D = 699-600
- F = 599-0

VIII. SYLLABUS MODIFICATION:

The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made.