

**PUBLIC SPEAKING
SPC2608**

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TEXTBOOK

TBA

COURSE DESCRIPTION

This course will take an academic approach to speech communication. The course will examine the basic elements of research, construction and delivery of original public presentation. By understanding what components go into a good speech an individual will look more confident in their presentation.

Oral communication is the most predominant, most efficient and most effective method by which we interact with others. This is true for both our personal lives and our professional lives. There is little doubt that we are living in an increasingly communicative age. Our recent and ongoing transition from a post-industrial society to an information-age society has intensified the need for functional competence in speaking and listening. This is especially true for a nation that has chosen to make an amendment about freedom of speech its First Amendment. The ability to speak clearly, eloquently and effectively has been recognized as the hallmark of an educated person since the beginning of recorded history. Under the label of “rhetoric,” the study, and the theory and practice of speech communication was a central concern of the ancient Greek, Roman Medieval, Renaissance, and early modern education. In the United States, rhetorical training has been a part of formal education, since Harvard’s founding in 1636.

LEARNING OUTCOMES

Upon completion of this course, you will be able to demonstrate an understanding of the following:

- The communication process
- How to analyze an intended audience
- Effective ways to research a speech topic
- How to organize an informative presentation
- Proper way to outline a speech
- Correct ways to incorporate and develop appropriate visual aids
- Techniques used to deliver an effective intro, body & conclusion
- Persuasion theory
- How to organize a persuasive speech
- Differentiate between the 5 types of special occasion speeches

INSTRUCTOR EXPECTATIONS AND POLICIES

In order to be successful in this course, you will be expected to:

- Purchase the textbook within the first week of class.
 - Follow instructions and ask questions when you are uncertain of the course material.
 - Create a calendar consisting of the assignments and their respective due dates.
 - Access the course daily to check for messages from your instructor.
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POLICY FOR ASSIGNING AN INCOMPLETE “I” GRADE

An incomplete grade is a temporary symbol given for work not completed because of serious interruption not caused by the student's own negligence. An incomplete must be made up as quickly as possible but no later than two consecutive semesters after the initial taking of the course or it will automatically default to an "F" or the grade that the student earned in the course. There is no extension of the two semester deadline. The student must not register again for the course to make up the incomplete. Students who have incomplete grades on their records must remove the incomplete by the end of the fourth week of the term in which they plan to graduate. Failure to do so will result in a cancellation of graduation.

Incompletes are awarded only if the student has completed most of the course work. If a student misses a significant portion of the course work, he/she should drop the course. If the drop period has ended, the student may petition for a withdrawal—this requires the student to un-enroll in all of their courses for that semester. Incompletes are not to be used because a student took on too many credits and they cannot complete everything that is now required of them.

In such cases where the course instructor determines that it appropriate to award a student a grade of "I" (incomplete), the following steps must be followed.

Using an Official University Form the course instructor will report the following:

- The grade earned by the student to date
 - The missing work and the percentage of the final grade it represents (this requires the details of the specific missing assignment)
 - The date the instructor expects the missing work to be submitted or in the case of an examination made up.
 - The justification for awarding the grade of "I"
 - Have the student sign the form.
 - Submit this form to the Department Chair and Dean and maintain a copy for instructor records and provide a copy for the student.
 - Upon satisfying the requirements for a grade the instructor will sign off on the form and attach it to the change of grade form she or he will submit.
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ALL ASSIGNMENT DEADLINES

The departmental and course policies governing the acceptance of late assignments were adopted for the purpose of ensuring each student in the course is treated fairly and held to the same objective standards. The department, in adopting the late assignment policy, concluded that it was reasonable for students enrolled in a class to be responsible for the following:

- to understand and to respect an assignment's posted due date;
- to read and to abide by the course policies posted within syllabus; and
- to review and to learn how to upload assignments properly in Turnitin.com

As such, requests for extensions related to the mismanaging of one's time, unfamiliarity with course policies contained within the syllabus, and/or not following an assignment's posted submission instructions are not compelling reasons for an instructor to grant an extension and will, therefore, be denied.

Extension requests accompanied with proper documentation for medical emergencies or technical problems directly attributable to FIU, Moodle, and/or Turnitin.com are reviewed by your instructor or the Department Chair on a case-by-case basis. Requests without documentation will be denied. The decision to grant an extension based on technical problems or medical/family emergencies will be determined based on the documentation provided along with the request.

- All technical problems must be reported to FIU's Technical Support or Turnitin.com prior to an assignment's deadline. Once a student reports a technical problem, FIU Technical Support or Turnitin.com investigates and makes a recommendation to the instructor. Technical problems attributable to your own computer or your ISP -- internet service provider -- are not sufficient grounds for granting extensions.
- All documentation related to medical emergencies must be dated, signed by a licensed medical professional and contain the licensed medical professional's contact number. It is expected that such documentation will be submitted no later than two weeks after the assignment's due date. Supporting medical documentation is always kept confidential.

Once again, the departmental policies and procedures were adopted for the purpose of ensuring that all students in a class are treated fairly and are evaluated using the same objective standards. Your understanding and cooperation are both greatly appreciated.

EXPECTATIONS OF THIS COURSE

Attendance: You will be expected to attend every class session. More than one unexcused absence will result in a loss of points from your final grade. There will be no exceptions. Missing an exam or presentation will result in the loss of all points for that exam or presentation.

Tardiness: You will be expected to arrive at class on time.

Outlines: Outlines are due the day of your speech. Outlines must be typed on 8 1/2 X 11 inch paper, using full sentences and bibliography. An Outline is required for the informative speech.

Delivery: All presentations will be extemporaneously (Con conversationally) delivered. Reading or memorizing a presentation will result in failing the assignment. However, you will be permitted to use no more than 5 3X5 or 4X6 inch speaker cards with key words on them while you speak. Manuscript is used for special occasion speech.

Visual Aids: They are required for the narrative, informative and persuasive speeches. They do not need to be professional prepared, but they must look professional. Criteria will be discussed in class.

Dress: This is a professional speaking situation. Therefore, you will be expected to dress appropriately for each presentation.

FLORIDA INTERNATIONAL UNIVERSITY STUDENT CODE OF STANDARDS

A University is a learning community following a tradition more than 1,000 years old. Florida International University is such a community dedicated to generating and imparting knowledge through excellent teaching and research, the rigorous and respectful exchange of ideas, and community service. As a member of this community:

I will respect the tradition of academic inquiry, the University's rules of conduct, and its mission.
I will respect the opinions and differences of all members of the FIU community.
I will practice civility and demonstrate conduct that reflects the values of the institution.
I will be diligent and honest in my personal and academic endeavors.

The FIU Student Handbook outlines the Student Code of Conduct regarding students with disruptive behavior.

ACADEMIC MISCONDUCT

Florida International University is a community dedicated to generating and imparting knowledge through excellent teaching and research, the rigorous and respectful exchange of ideas, and community service. All students should respect the right of others to have an equitable opportunity to learn and honestly to demonstrate the quality of their learning. Therefore, all students are expected to adhere to a standard of academic conduct, which demonstrates respect for themselves, their fellow students, and the educational mission of the University. All students are deemed by the University to understand that if they are found responsible for academic misconduct, they will be subject to the Academic Misconduct procedures and sanctions, as outlined in the Student Handbook. This Code of Academic Integrity was adopted by the Student Government Association on November 28, 2001 and reflects the values articulated in the Student Code of Standards.

All students are deemed by the university to understand that if they are found responsible for academic misconduct, they will be subject to the Code of Academic Integrity's procedures and sanctions, as outlined in the FIU Student Handbook. Students have the right to due process in all disciplinary situations. For additional information concerning student rights and responsibilities, please contact FIU's Office of Student Conduct and Conflict Resolution.

Academic misconduct will not be tolerated in this class. Ignorance of the law is no excuse. Violations of academic integrity will be punished. These violations involve the use of any method or technique enabling you to misrepresent the quality or integrity of any of your university related work.

TURNITIN.COM

All written assignments must be submitted to Turnitin.com by the posted deadline. Assignments submitted by any other means or after the deadline will not be evaluated without proper supporting documentation. The first week of this course you will be required to register with Turnitin.com. The Class ID and Password will be posted in the Discussion Forum.

Once your assignment has been uploaded successfully to Turnitin.com, you will receive a confirmation receipt. Please keep this confirmation number for future reference. Within a few hours your assignment will also be assigned an originality/similarity percentage.

Within two weeks after the assignment's deadline has passed you will receive written feedback on your assignment. The written comments on your assignment are accessible using the GradeMark function within Turnitin.com. If you do not know how to access the written comments using the GradeMark function, please review pages 15-16 of the Turnitin.com Student Manual: http://www.turnitin.com/static/pdf/tii_student_guide.pdf

STUDENT CODE OF STANDARDS

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UNIVERSITY LEARNING CENTER

The FIU University Learning Center is available on both campuses to support you. They provide personalized attention tailored to your needs in a user-friendly environment that includes online support. You can get help writing a paper, reading more efficiently and increasing textbook comprehension, or even creating an individualized learning plan. The center is located in PC 247 (305-348-2180) on the main campus and at ACI 160 (305-919-5927) on the Biscayne Bay campus. Find them online at <http://learningcenter.fiu.edu>.

DISABILITY CLAUSE

Students with disabilities, as defined by law, have the right to receive needed accommodations if their disabilities make it difficult to perform academic tasks in the usual way or in the allotted time frame. In order to receive accommodation, however, students with must register with Disability Resource Center:

University Park Campus, GC 190
Voice: (305) 348-3532
TTY: (305) 348-3852
Fax: (305) 348-3850
Email: drcupgl@fiu.edu

RELIGIOUS HOLIDAYS

The University's policy on religious holy days as stated in the University Catalog and Student Handbook will be followed in this class. Any student may request to be excused from an online class to observe a religious holy day of his or her faith.

POLICIES AND PROCEDURES

As a college, we care about and enforce the Policies and Procedures as they are important to the quality of the education we are providing to you. Details on FIU Policies can be found at:

<http://moodle.fiu.edu/course/view.php?id=37>

FORUM

It will be used for class discussions and other postings of general interest that are directly related to the course. Everyone can read Discussion Forum postings; therefore, do not post private information.

SUBMITTING ASSIGNMENTS:

All written assignments must be submitted in TWO places:

- Turnitin.com
 - Assignment link located in the Course Tools menu.
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COURSE CONTENT

Please read the weekly calendar carefully. You are fully responsible for completing the assignments by the assigned dates. This requires that you read ahead as some assignments may take you more time and research than others. This course will consist of the following assignments:

- **Weekly Assignments:** Upon completing the assigned reading you will submit the weekly assignments. They will be graded on a pass/fail basis and comprise 10% of your grade. If you pass the assignment, you will receive a 10. If you fail the assignment, you will

receive a 0. No two individuals will have identical questions. You will be asked questions that define concepts in the text, case studies as they relate to the text and questions that pertain to sample speeches. These assignments are all due by 11:55pm on the assigned day.

- **Narrative Speech:** Using a historical event that would be studied in a college class, you will tell a story of how it has developed, changed, evolved over time. This assignment is worth 10% of your grade. Visual aids are required for this speech. No outline is required for this speech.
 - **Informative Speech:** This speech will be presented in class using the Standard American Format. Your goal for this speech is to raise the level of knowledge of your audience about a topic. This speech will teach you how to speak from note cards. Visual aids and an outline are required for this speech. This assignment is worth 15% of your grade.
 - **Persuasive Speech:** Using Monroe's Motivated Sequence, you will convince your audience that a problem exists and provide reasonable solutions to alleviate the problem. Visual aids and an outline are required for this speech. This assignment is worth 15% of your grade.
 - **Special Occasion Speech:** Using either an After Dinner or Commemorative style speech, your general purpose is to entertain your audience. This speech will be delivered from a teleprompter with a microphone and spot light. No visual aids are required. A manuscript of your speech is required for this speech and it is worth 10% of your grade.
 - **Oratorical Analysis Paper:** Oratorical theory and tradition are key components of this course. You will write a 3-4 page oratorical analysis of a prominent speech where you will describe, analyze and evaluate the context, history, influence and structure of said speech. Your paper will be submitted to turnitin.com and compared for originality against other student papers across the country as well as published work. Please review the section below on academic misconduct for plagiarism. This paper is worth 10% of your grade.
 - **Exams:** There will be 2 exams throughout the semester. Exam 1 is a combination of multiple choice and true/false. Exam 2 is 20 short answer questions. Each exam is worth 15% of your grade.
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GRADING

Weekly Assignments	10%
Narrative Speech	10%
Informative Speech	15%
Persuasive Speech	15%
Special Occasion Speech	10%
Oratorical Analysis Paper	10%
Exam 1	15%
Exam 2	15%

Letter Grades	Range	Letter Grades	Range	Letter Grades	Range
A	100-94	B-	83-80	D+	69-67
A-	93-90	C+	79-77	D	66-64
B+	89-87	C	76-74	D-	63-60
B	86-84	C-	73-70	F	59-0

COURSE CALENDAR

Topic	Readings	Assignments
Course Intro	Overview	Review all information in Course
Assignment Effective vs. Ineffective Speakers	Overview	Weekly Assignment 1 Due Present partner speeches in class
Communication Process	Overview	Weekly Assignment 2 Due
Speech Basics	Overview	Weekly Assignment 3 Due
Narrative Speech	Overview	Narrative Speech Presented in class

Narrative Speech	Overview	Narrative Speech Presented in class
Informative Speech Lecture	Overview	Weekly Assignment 4 Due
Exam 1	Overview	Exam 1 You will have a total of 60 minutes to complete the entire exam. There are 50 questions. Each question is worth 1 point.
Special Occasion Speakers	Overview	Weekly Assignment 5 Due
Informative Speeches Presented in Class	Overview	Informative Speeches
Informative Speeches Presented in Class	Overview	Informative Speeches
Special Occasion Speeches Presented in Class	Overview	Special Occasion Speeches
Beginnings of Rhetoric and Persuasive Speech Lecture	Overview	Weekly Assignment 6 Due
Persuasive Speeches Presented in Class	Overview	Persuasive Speeches

Persuasive Speeches Presented in Class	Overview	Persuasive Speeches
Exam 2	Overview	Oratorical Analysis Paper Due Exam 2 Your exam will consist of 20 short answer questions.