

CASPER COLLEGE COURSE SYLLABUS

Public Speaking

CO/M 1010.04

Semester/Year: Fall 2015

Lecture Hours: 3

Lab Hours: None

Credit Hours: 3

Class Time: 7-9:40PM

Days: Monday

Room: Krampert Theater 155

Instructor's Name: Jordan Johnson

**Instructor's Contact
Information**

Office: 307.268.2875
Cell: 308.352.6389

Email: jordanjohnson@caspercollege.edu

Office Hours: KT145 T/TH: 2-3PM W: 9AM-12PM

Course Description: An introductory course in public speaking. The emphasis is on theory, speech development, and practice as the student is introduced to a variety of speaking situations from impromptu talks to platform speeches. (From the Casper College Catalog, online at caspercollege.edu, accessed 8/21/2008.)

Statement of Prerequisites: None

Goal: To develop the students' abilities in the preparation, presentation, reception, and interpretation of oral messages.

Outcomes: CO/M 1010: Public Speaking is designed to LINK TO General Education Requirements and meet program specific objectives. Therefore, success in this course means students will:

GENERAL EDUCATION OUTCOMES [Gen Ed]

1. Demonstrate effective oral and written communication
 - Students will be proficient in the reception, analysis, evaluation and interpretation of information and information sources, both oral and written. (see evaluation criteria)
2. Use the scientific method
 - Students will be able to make observations, ask appropriate questions, form a hypothesis, test the hypothesis with research and evidence, form conclusions, and communicate conclusions.
3. Solve problems using critical thinking and creativity
 - Students will be able to critically think about audience-appropriate conventions to creatively prepare and present meaningful oral and written arguments.
4. Demonstrate knowledge of diverse cultures and historical perspectives
 - Demonstrate an understanding of how to communicate appropriately, demonstrating a heightened awareness of diverse cultures.
5. Appreciate aesthetic and creative activities
 - Students will be able to demonstrate an appreciation for their world and their place in it through the communication about self, others, and the world in which they exist.
6. Use appropriate technology and information to conduct research
 - Students will be able to select appropriate research conventions to prepare and present meaningful oral and written arguments.
 - Students will be able to select appropriate presentation conventions to prepare and present meaningful oral and written arguments.

7. Describe the value of personal, civic, and social responsibilities
 - Students will be able to demonstrate and describe the value of personal, civic, and social responsibilities by communicating appropriately, demonstrating a heightened awareness of diverse cultures.
 - Students will be able to demonstrate and describe the value of personal, civic, and social responsibilities by ethically analyzing, evaluating, and interpreting information and information sources, both oral and written.
 - Students will be able to demonstrate and describe the value of personal, civic, and social responsibilities by preparing and presenting meaningful oral and written argument

Course Objectives:

1. Adapt oral communication skills and messages to a changing environment and audience.
2. Demonstrate effective verbal and nonverbal communication for the intended audience.
3. Design logically structured verbal and nonverbal communication that results in meaning and desired impact for the intended audience.
4. Evaluates the effectiveness of oral communication through active critical listening, and provides constructive verbal/nonverbal feedback.

Methodology: Lecture, readings, class discussion, written assignments, quizzes / exams, speech presentations, self-analysis, peer analysis, and peer coaching will be used to both develop and apply skill sets in preparation, presentation, reception and interpretation of oral messages.

Evaluation Criteria:

I do not “give out” grades. You will earn your grade in this class by demonstrating your mastery of the subject through clearly defined assignments. It is your responsibility to fully understand the assignment. If you are unclear about an assignment, offices hours are a great time to clarify.

Written Work

I will evaluate written work on the basis of clear argumentation, organization, style, grammar and spelling. You will submit all of your writing assignments through Moodle. Please format assignment in Times New Roman 12-point font, double-spaced with one-inch margins.

Late Work

I will not accept late work. Written assignments will have strict deadlines. If you are pre-approved to miss class, you need to turn in assignments prior to your absence. Technical issues do not constitute an exception to this policy.

Discussing Grades

I will only discuss grades privately and in-person. This creates the best atmosphere for mutual understanding and respect. To promote that atmosphere, I ask that you wait at least 24 hours after grades are posted to schedule an appointment with me.

Tardiness

Role will be taken at the beginning of class. Assignments are due at this time. If you are tardy, you are responsible for submitting your work by the end of class. Regular tardiness may result in a deduction for participation.

Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Required Text, Readings, and Materials:

O’hair, D., Stewart, Rob., Rubenstein, Hannah., (2012). A speaker’s guidebook: Text and reference (5th

ed.). Boston, MA: Bedford/St. Martin's.

All formal papers for this course will must be submitted according to the APA Style Manual.

(www.purdueowl.com is a great resource for this)

Equipment and ability to capture video and upload to "YouTube.com".

[Moodle](#) access.

Ability to access <http://www.americanrhetoric.com/>

Class Policies:

Civility Clause

Civility is crucial to discussion and participation-based courses. To ensure that we create a respectful, supportive and safe learning environment, your adherence to the follow expectations is required.

Violations of these policies will result in serious disciplinary action.

1. Learning requires active listening. This class includes daily presentations during which you will be a supportive and active audience member. If you are distracting, intimidating or disrespecting a presenter, you will be dismissed from class.
2. You must be alert and awake during class. If you are not mentally present, you will be asked to leave the class. This includes not sleeping, doing homework, reading or using your cell phone during class.
3. Laptops will only be used for class related activities. It will be made clear when laptops are allowed during class. If you choose to use your laptop for other activities, you will lose this privilege.
4. Cell phones need to be put away and on silent.
5. Side conversations are distracting to your instructor and classmates. If you have questions, please ask during discussion.
6. Class will start on time. If you are tardy, you are responsible for the material you missed.
7. **Everyone's beliefs, morals, values and effort will be respected.** If you disagree with someone's point of view, you may only do so in a respectful manner.
8. **Your discussion and presentations must be professional.** Offensive, crude, sexual or threatening language will not be permitted. If I feel you are threatening the safe and supportive atmosphere of the classroom, I will dismiss you from class. You will be required to meet with me before returning to class.

Last Date to Change to Audit Status or to Withdraw with a W Grade: November 12, 2015

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct for more information n on this topic.

Official Means of Communication: Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly. This is also, where you will find course evaluation links

during course evaluation periods.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college’s Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

Sexual Harassment Protection: Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources below.

Human Resource Director
 Chauncy Johnson
cjohnson@caspercollege.edu
 307-268-2025

Counseling Director
 Teresa Wallace
twallace@caspercollege.edu
 307-268-2267 or 307-268-2621

| Assignments | Points Assigned | My Points |
|--|-----------------|-----------|
| Quizzes | | |
| Weekly Reading Quiz (6 – 5pts each) | 30 | |
| Speeches | | |
| Hurdle Speech | 100 | |
| Viral Advocate Speech | 75 | |
| In-Class Speeches (10 speeches – 10pts each) | 100 | |
| In-Class Outlines (3 – 5 pts each) | 15 | |
| Assignments | | |
| OSR #1 | 25 | |
| OSR #2 | 25 | |
| Self-Analysis (2 – 15pts each) | 30 | |
| Viral Advocate Outline | 25 | |
| Hurdle Speech Outline | 25 | |
| Participation/Coaching/Feedback | 50 | |
| TOTAL POSSIBLE POINTS | 500 | |

FINAL GRADE POINT RANGES

500-450: A, 449-400: B, 399-350: C, 349-300: D, 299-0: F

*I will not bump grades at the end of the semester.

**Extra-credit may be offered to the entire class throughout the semester but is not guaranteed.

Tentative Class Schedule

Week 1 Aug. 24th
Introduction – Syllabus Review

Week 2 Aug. 31st
Chapters 1-3
Lecture & Activities
DUE Sunday: Reading Quiz

Week 3 Sept. 7th - **No Class**
Labor Day

Week 4 Sept. 14th
Chapters 4-8
Online Lecture Notes
DUE Sunday: Reading Quiz

Week 5 Sept. 21st
Chapter 9-12
DUE Sunday: Reading Quiz

Week 6 Sept 28th
Chapters 13-17
DUE Sunday: Reading Quiz

Week 7 Oct. 5th
Chapter 18-23
DUE Sunday: Reading Quiz

Week 8 Oct. 12th
Chapters 24-28
DUE Sunday: YouTube Uploads
Outside Speech Report #1 Due

Week 9 Oct. 19th - **No Class**
Fall Break

Week 10 Oct. 26th
Viral Advocate Videos
Speech Day

Week 11 Nov. 2nd
Speech Day

Week 12 Nov. 9th
Speech Day

Week 13 Nov. 16th
Speech Day

Week 14 Nov. 23rd
Speech Day

Week 15 Nov. 30th
Speech Day

Week 16 Dec. 7th
Hurdle Speeches

Final
Final Presentations
& Hurdle Attempts