

Public Speaking SPCH
1315
Section 181
ONLINE

Instructor: Macee Franco – mfranco@southplainscollege.edu
Office: Online via Blackboard Collaborate / ZOOM
Office hours: By appointment: online via Blackboard Collaborate / ZOOM

Department: Communication Department

Discipline: Communication Studies

Credit: 3 hours lecture

This course satisfies a core curriculum requirement in Speech

Prerequisites: There are no prerequisites for this course.

Available Formats: conventional, hybrid, online and ITV

Campus: Levelland

Inclusive Access Textbook:

From Entry Level to Executive: All Communication Counts, Janine Fox & Kelley Finley *with* Top Hat access *See TextBook information*

Textbook Information:

We will be using Top Hat (www.tophat.com) for our textbook. You will be able to submit answers to questions using Apple or Android smartphones and tablets or laptops. For instructions on how to create a Top Hat account and access materials, please refer to the invitation sent to your school email address or consult Top Hat's Getting Started Guide. If you already have a Top Hat account, go to: <https://app.tophat.com/e/819517> to be taken directly to your course. If you are new to Top Hat, follow the link in the email invitation you received or ...

- Go to <https://app.tophat.com/register/student>
- Click "Search by School" and input **South Plains College**
- Search for our course with the following join code: **819517**

Should you require assistance with Top Hat at any time please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-5491. Specific user information may be required by their technical support team when troubleshooting issues

Supplies:

1. Text access through Top Hat
2. Access to Blackboard, Top Hat and One Drive– we will all of these platforms.
3. Access to a computer for all assignments

Course Description: 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.

This course partially satisfies Core Curriculum Requirement: Institutional Foundational Component Area (090)

Texas Higher Education Coordinating Board Core Objectives addressed:

- **Communication Skills** – to include effective written, oral, aural and visual communication
- **Critical Thinking Skills** – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Teamwork Skills** – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility** – to include the ability to connect choices, actions, and consequences to ethical decision-making
- **Social Responsibility** – to include intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Learning Outcomes: Upon successful completion of this course, students will:

- Demonstrate an understanding of the foundational models of communication.
- Apply elements of audience analysis.
- Demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic.
- Research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
- Demonstrate effective usage of technology when researching and/or presenting speeches.
- Identify how culture, ethnicity and gender influence communication.
- Develop proficiency in presenting a variety of speeches as an individual or group (e.g. narrative, informative or persuasive).

Course Requirements:

1. You will be tested on online lecture/discussion materials on scheduled quizzes.
2. To take thorough notes, study all lecture material, informational handouts, and assigned readings, and work/prepare in a language understood by instructor and class (English).
3. To actively participate in online discussions and the online course.

4. To show maturity and professionalism in preparation of assignments and in online behavior. (*Disruptive/inappropriate behavior may result in being dropped from class.*)
5. To show courteousness to fellow classmates.
6. To communicate with instructor whenever assistance is needed re: class assignments.
7. To appropriately cite information obtained from other sources.
8. To initiate withdrawal from the course if absences become excessive.
9. Students cannot pass the course and should drop if missing multiple major grades.

Academic Honesty: It is my expectation and the institution's that appropriate citation and documentation is given for materials and information obtained from other sources. Cases of plagiarism will be treated, as will any case of academic dishonesty, with *at least* a failing grade for the assignment/examination. See the **SPC Student Handbook** for more information. **Student Code of Conduct Policy:** Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

For information regarding official South Plains College statements about diversity, disabilities, non-discrimination, Title V Pregnancy Accommodations, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>.

Covid-19 Policy Statement: For information and resources about COVID-19, please visit <https://www.southplainscollege.edu/emergency/covid19-faq.php#>.

Assessment and Grading: This department supports university policies of academic excellence as noted in the student handbook. Interpretation of grades should be considered within the university framework: A=excellent, B=good; C=average; D=inferior; and F=failure. Grades will be calculated based on the amount of points students earn & will be interpreted as: A=900-1000, B=800-899, C=700-799, D=600-699, F=599 and below (for points...you may use percentages if you wish).

Major Speech Assignments 4 speeches or 40%

Exams/Daily Grades/Other 60%

Speech Topic Policy:

- Speech topics must be appropriate for a classroom setting. Speeches that encourage audience members to participate in illegal and/or unethical actions are not acceptable. All topics **MUST** be approved by your instructor in advance of speech day. Any student who begins a speech on an unapproved or inappropriate topic will receive a zero. You will receive an email from me if your topic is unapproved.

E-mail Policy:

- You are responsible for checking your South Plains email account regularly for updates about assignments and other information. It is a good idea to check your email daily to be aware of such information.
- I will respond to emails within 24 hours of receipt during business days. If you e-mail on Friday you may not receive a response until Monday. If you email me with a question at 10:00 am about an assignment due at 12:00 pm that day, I will likely not have time to respond with an answer before turn-in time. Plan ahead!

Assignment Descriptions

IMPORTANT INFO: Assignments that are due on Top Hat will have grades posted on **both** Top Hat and Blackboard. Assignments that are due on Blackboard, grades will **only** be posted on Blackboard. Assignments that are due on One Drive grades will **only** be posted on Blackboard.

(I know this might seem confusing, but since we are using different platforms, it is easier to address it this way, and submit grades this way!)

Blackboard will have the correct & final information of all grades. Use Blackboard as your main source for grading clarification.

Speeches: ALL DUE ON ONE DRIVE

You will complete 4 **major** speeches in this class. ALL speeches MUST be classroom appropriate. There is NO exception to this rule. Speech topics **must** be appropriate for a classroom setting. Speeches that encourage audience members to participate in illegal and/or unethical actions are not acceptable. All topics MUST be approved by your instructor in advance of speech day. Any student who begins a speech on an unapproved or inappropriate topic will receive a **ZERO**.

- Demonstration Speech: You will deliver a **4** minute speech of demonstration.
- Informative Speech: You will deliver a **5** minute informative speech that is not a speech of demonstration.
- Persuasive Speech: You will deliver an **6** minute persuasive speech utilizing a claim of policy.
- Special Occasion Speech: You will deliver a **1-3** minute speech

IMPORTANT: Your initial video posts are due no later than Friday evenings at midnight in order to give your classmates ample time to craft their feedback post.

- It is vital for the participation part of this course that you respond to 2 classmates videos. Your **feedback response** will involve responding to two classmate's original video, responding to any aspect of their video in a maximum of 250 words. Please remain respectful and considerate in your writing. This includes treating one another

with civility and proofreading all posts before submitting them. Posts should be written in a formal (scholarly) manner (as opposed to conversational banter with emoticons, abbreviations, and slang that you would not otherwise use in an academic manuscript).

Self Critiques: DUE ON TOP HAT

You will write a self-evaluation of your demonstration speech, informative speech and your persuasive speech. Assignment details will be in the weekly module.

Discussion Board Posts & Responses (2 in total): DUE on Blackboard

You are assessed on the *quality* of your contributions, not just the *quantity* or *length* of what you say. Thus, your posts and responses should clearly demonstrate you have done the readings, critically analyzed them, and are helping facilitate a scholarly conversation amongst your classmates. Please see the process for this below:

(1) Your **original post** will involve a response to your professor's prompt (as well as a discussion-producing question you create. Your post in total should be no longer than 450 words and is **due no later than Friday evenings at midnight** in order to give your classmates ample time to craft their feedback post.

(2) Your **feedback post** will involve responding to one classmate's original post, responding to any aspect of their post or question in a maximum of 250 words. Please remain respectful and considerate in your writing. This includes treating one another with civility and proofreading all posts before submitting them. Posts should be written in a formal (scholarly) manner (as opposed to conversational banter with emoticons, abbreviations, and slang that you would not otherwise use in an academic manuscript).

Participation:

Participation involves completing each of the assignments and responding to classmates. Also, turning in all work on time ensures ample participation. PLEASE NOTE: discussion board and video postings DUE dates in order for other students to respond to your videos and discussion boards. This plays a large role in participation in this class and that is how the participation grading will be assessed.

Exams: You will complete 10 quizzes during the semester at 20 points each that will cover chapter readings, and weekly assignments. These will be completed on Top Hat after you finish reading each chapter.

Communication Improvement Profile: The purpose of this assignment is to evaluate your typical communication habits and to determine three specific communication improvement goals for the semester. This is due on Top Hat.

PRCA Submission:

You will complete a communication apprehension analysis and post your results on the assignment submission link on Top Hat

Course Assignment	Maximum Points	Points I Earned
Speeches	620 Total	
Impromptu/Introduction Speech	20	
How To Speech	50	
• How To Speech Self-Critique	20	
Informative Speech	120	
• Informative Speech Outlines	30	
• Informative Speech Self - Critique	30	
Persuasive Policy Speech	150	
• Persuasive Speech Outlines	50	
• Persuasive Speech Self - Critique	50	
Special Occasion Speech	80	
• Special Occasion Speech Outline	20	
Quizzes	200 Total	
•10 quizzes @ 20 Points Each	200	
Assignments and Activities	180 Total	
Communication Improvement Profile	50	
Discussion Board Post	35	
Discussion Board Responses	30	
PRCA submission	35	
Participation	30	
	1000 Possible Points	
		Total Points I earned:

Grading: I DO NOT ACCEPT LATE WORK please complete **all** work on time. If you do not submit assignments on-time, you will receive a 0. The only exception to this policy is a documented approved excused absence. Class begins each week on Monday and ends Sunday at 11:59 p.m.

- All assignments are due the Sunday of the module week by 11:59 p.m. with the exception of the final week (assignments in the final module are DUE by Wednesday, October 15th by 11:59 p.m.)

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Blackboard will have the correct & final information of all grades. Use Blackboard as your main source for grading clarification.

Day	Topic/Assignments Due	Readings
Week 1 Module 1: Chapters 1, 2, 3		
8/25 – 8/31	Module 1: Chapters 1, 2, 3 Watch welcome video Introduction and syllabus review Introduction/Impromptu Speeches DUE & uploaded on One Drive Communication Improvement Profile DUE on Top Hat How to Speech Topic Check DUE on One Drive “ <i>How to Speech Topic Check</i> ” document Quiz 1,2,3 DUE on Top Hat	Chapter 1 Chapter 2 Chapter 3
Week 2 Module 2: Chapters 4		
9/1 – 9/7	Module 2: Chapter 4 PRCA DUE on Top Hat How To Speech DUE & 2 responses DUE on One Drive Quiz 4 DUE on Top Hat	Chapter 4
Week 3 Module 3: Chapters 5,6		
9/8 – 9/14	Module 3: Chapters 5,6 Quiz 5 & 6 DUE on Top Hat How To Self-Critique DUE on Top Hat Informative Speech Topic Check DUE on One Drive “ <i>Informative Speech Topic Check</i> ” document	Chapter 5 Chapter 6
Week 4 Module 4: Chapter 7		
9/15 – 9/21	Module 4: Chapter 7 Quiz 7 DUE on Top Hat Informative Speech Outlines DUE on Top Hat Informative Speech & 2 Responses DUE on One Drive	Chapter 7
Week 5 Module 5: Chapters 8,9		

9/22 – 9/28	Module 5: Chapters 8,9 Quiz 8 & 9 DUE on Top Hat Discussion Board DUE on Blackboard Discussion Board Responses (2) DUE on Blackboard Persuasive Speech Topic Check DUE on One Drive “ <i>Persuasive Speech Topic Check</i> ” document	Chapter 8 Chapter 9

Day	Topic	Readings/Assignments Due
Week 6 Module 6: Chapter 10,11		
9/29 – 10/5	Module 1: Chapters 10, 11 Quiz 10 & 11 DUE on Top Hat Persuasive Speech Outlines DUE on Top Hat Persuasive Speech & Responses DUE on One Drive	Chapter 10 Chapter 11
Week 7 Module 7: Chapters 12		
10/6 – 10/12	Module 2: Chapter 12 Quiz 12 DUE on Top Hat Persuasive Speech Self Critique DUE on Top Hat Special Occasion Speech Outline DUE on Top Hat	Chapter 12
Week 8 Module 8:		
10/13 – 10/15	Special Occasion Speech DUE on One Drive Final Grades Posted	