

Professor Laura Mosier

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760-355-6331

Office 316

CRN 20729 T 8:30-11:40AM

Room 315

CRN 20745 F 8:15-11:25AM

Room 315

Required Textbook/ Materials: Metcalfe, S. (2009). Building a speech and a copy of US CONSTITUTION

Course Description

This course is an introduction to the fundamental principles and techniques of public address. Students will frequently prepare and present talks of informative or persuasive intent. Emphasis will be placed on the collection, analysis, and organization of material appropriate to typical public address situations, as well as on the linguistic, vocal, and physical skills needed for effective delivery. (CSU, UC)

Course Objectives

When you complete the course, you will:

- Have a basic understanding of the history of oral communication.
- Know how to select and research a topic.
- Know how to organize a speech.
- Understand the principles of ethics in speaking and listening.
- Sharpen your critical thinking skills.
- Improve your presentational skills.
- Know how to use supporting materials.
- Understand how persuasion works.
- Recognize and avoid using fallacies.
- Understand and appreciate the importance of audience analysis and adaptation.
- Know how to use visual aids for presentations.
- Become a competent, confident public speaker.

Student Learning Outcome

Upon completion of this class the speech student will be able to effectively and correctly:

Use the Three-Part Deductive Pattern of Organization and apply the extemporaneous style of delivery when presenting the required informative speech of 4-6 minutes.

Course Requirements

- ✓ Read assigned materials.
- ✓ Participate in class discussions and exercises.
- ✓ Develop a skeleton speech.
- ✓ Present an introductory speech.
- ✓ Develop one informative speech.
- ✓ Develop one persuasive speech.
- ✓ Present a Visual Aid as a speech.
- ✓ Work in groups.
- ✓ Do research on topics selected for presentations.
- ✓ Demonstrate ethical behavior in the classroom.
- ✓ Take daily/weekly exams.

ACADEMIC DISHONESTY AND STUDENT CONDUCT GUIDELINES:

Academic dishonesty includes, but is not limited to, plagiarism and cheating, both of which are defined below.

Plagiarism is representing the work of others as one's own or paraphrasing closely from a source without giving proper attribution. This would include text, figures, charts, graphs or other such material that is not properly cited. The only exceptions to the requirement that sources be cited is when the information is common knowledge.

- **Cheating** is the intentional attempt or use of unauthorized material to obtain a higher grade than is deserved. Cheating includes, but is not limited to, communicating improperly with students during tests, copying from books, notes or "cheat sheets." Anyone violating the above academic dishonesty guidelines will receive a grade of an F for the assignment for which they were caught. A second violation will result in a grade of "F" for the course.
- Anyone who disrupts the learning process in the classroom will be asked to leave. **Examples of disruptive behavior include, but not limited to, the following:**-Talking while the instructor or another person is addressing the class-Talking while students are making presentations-Inappropriate non-verbal behavior e.g., leaving the classroom before the class is finished, etc.
- **Cell phones, iPods, computers and other electronic or battery operated devices are to be turned off before entering class. These items will be confiscated and turned over to Sergio Lopez, if the policy is violated.**
- Leaving class early or arriving late will count as a partial absence. You will be dropped from the class if you miss more than two classes. Missing a speech assignment will count as a **double** absence. No make-up speeches will be offered.
- **Scheduled tests will be given at the beginning of each class—tests will not be given to students who arrive late for class. No make-up tests will be offered.**

Evaluation Procedures

Grading is determined on the following criteria:

Discussion / Participation	15%
In-class exercises	20%
Speeches	40%
Exams/Final	25%

Grades are determined by the points you EARN. The total points possible will be determined as the semester concludes. Usually, the amount ranges between 200-250 points, depending on the size of the class. All grades will reflect level of scholarship, initiative, attitude, cooperation and individual improvement demonstrated throughout the course. The following percentages illustrate the breakdown.

100-91% =A Superior
90-81% =B Above average
80-71% =C Average
70-65% =D Below Average
64% or > = F

Note: It is imperative that you attend each class and be fully prepared when you come to class.

Accommodations Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSPS) office as soon as possible. The DSPS office is located in the Health Sciences Building, room 2117 at 355-6312.

I reserve the right to change the above schedule, as necessary. It is YOUR responsibility to know about, understand and adapt to any changes that may be made to this schedule.