

COM 110 INTRO TO PUBLIC SPEAKING

Fall 2014

6:00 p.m.-8:45 p.m.

Winston 209

Instructor

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Office Hours by Appointment Only: 5-6 p.m. Wednesdays

Course Description

This course is designed to help you improve your research skills, topic selection, speech organization, and speech delivery. In addition, you will become audience members who are able to listen well in order to analyze and evaluate speech presentations.

Student Learning Outcomes:

The COM 110 course is an introductory foundational course for public speaking skills and portions of the Communication curriculum at NC State University. By the end of this course, a student receiving a C or better will be able to:

1. Critically engage with issues in the public forum as both a speaker and audience member.
2. Understand and apply the concepts of ethos, logos, and pathos in creating, delivering, and analyzing messages.
3. Create and deliver ethical informative and persuasive messages using rigorous research, a variety of reasoning techniques, and language in order to develop a competent personal speaking style.
4. Cultivate a competent personal speaking style using a variety of presentational speaking performance techniques.
5. Demonstrate competent critical thinking and listening skills through the writing of self-evaluations, peer evaluation, and speaker evaluations.
6. Tailor appropriate, respectful and suitable messages demonstrating ethical persuasive choices to (a) diverse audience(s).

Accomplishing these objectives will prepare students for further study and skill development in researching, preparing, and delivering ethical, competent messages in a variety of settings.

Required Texts:

Zarefsky, Public Speaking: Strategies for Success, 7/E and NCSU COM 110 Portal – www.pearsoncustom.com/nc/ncsu_speech/

You are required to purchase the electronic version of the textbook plus all online materials @ \$75.00 through the bookstore. Do not purchase previous editions.

Assignments

Successful completion of the class requires that you **complete all assignments** in a timely manner.

	Points Possible
Speeches	650
Informative	100
Speaking	75
Research Brief	25
Belief or Value	150
Speaking	100
Research Brief	50
Advocacy/Persuasive	200
Speaking	100
Research Brief	100
Deliberative	200
Homework	50
Self-Evaluations	30
Media Share and Posts	20
CWSTS Session Report Forms & Reflection	1 Extra Point Each
Participation	100
Chapter Presentation	35
Peer Critiques	15
Labs	40
Studentship	10
Pop Quizzes	200
8 (25 points each)	200
Total Semester Points	1,000

Informative Speech & Research Brief	100 total points	For this speech you will inform your audience about a topic in the public forum with the support of four rigorous sources. The purpose of this assignment is to teach your audience about a new idea, concept, or development that is relevant to their lives. You will complete and submit a research brief before you speak according to the instructions posted on Moodle. You will also compose a full manuscript and a preparation outline that you will submit on the day you speak. You may speak using either the manuscript or the preparation outline. You will have three to five minutes to deliver this speech.
The Belief or Value Speech & Research Brief	150 total points	For this speech you will use research to persuade your audience about your interpretation of a fact, or something you take to be true, with the support of six rigorous sources and identifying at least two counter arguments. The purpose of this speech is to persuade your audience to agree with your belief or value, or that a reasonable person could believe the fact is true. You will complete and submit a research brief before you speak according to the instructions posted on Moodle. You will also compose a full manuscript, a preparation outline, and a presentation

		outline that you will submit day you speak For this speech you will also speak using only speaking notes derived from your presentation outline. You will have four to six minutes to deliver this speech.
Persuasive Advocacy Speech & Research Brief	200 total points	For this speech you will advocate for the support of a cause, group, law, or policy with the support of five rigorous sources. The purpose of this speech is to persuade your audience to take an action to support the cause, group, law, or policy for which you are advocating. You must include a call to action. You will complete and submit a research brief before you speak according to the instructions posted on Moodle. You will also compose a full manuscript, a preparation outline, and a presentation outline that you will submit day you speak You will speak using either the preparation or the presentation outline. You will have five to seven minutes to deliver this speech.
Deliberative Speech & Research Brief	200 total points	For this three to four minute speech (per person), you will use persuasive speaking techniques to answer the deliberative question “What shall we do?” You must include a call to action. Your topic should meet the conditions of the public forum, be appropriate for a college-level audience, and not fall under any of the topics that are disallowed for this class. Your speech must include a clear specific purpose, an identified persuasive goal, demonstrated use of persuasive strategies, at least three quality sources of evidence. For this presentation you will speak from note cards. The note cards must be prepared using your presentation outline.
Reading Quizzes	200 total points	There will be eight 25-point reading quizzes throughout the semester.
Final Examination: Deliberative Speech	200 total points	The final exam will be the presentation/video of your Deliberative Speech.
Homework	50 points	Following your speeches you will review your speech and the speech of one peer using the course rubric. You will have time in class to meet with your peer evaluator to discuss the evaluation.
Participation	100 points	Participation includes class attendance and participation, chapter presentations, group work, speaking practice, impromptu speeches, and peer support.

On Your Speaking Day:

1. You will submit:
 - a preparation outline
 - a proper bibliography
 - the manuscript and notecards used during the speech
 - a printed speech evaluation rubric

2. You may request time signals for your speech. Whether or not you request time signals you

will hear “time” when you are at the time limit and “stop” if you continue on for a full minute over the maximum.

Other Speaking Days:

1. You will submit your self-reflection via email by the Monday after you speak.

Homework

A) Self-Evaluations (30 points – 7.5 points each): You will write a self-evaluation of your complete speech effort (delivery and construction) for the following speeches: Introductory, Redelivered Informative, Belief/Value, Advocacy/Persuasive, and Deliberative.

Include the following topics (with headings) in your paper:

1. Self-critique: Explain what you think you did well and what you could have improved concerning your speech’s construction and delivery
2. Instructor critiques: What did your instructor think you did well on and what could be improved?
3. Peer critiques: What did your peers think you did well on and what could be improve? This information comes from the critiques you received from your peers on Lab Day.
4. In the Future: Based on your evaluation and the critiques, explain how you will prepare and execute the suggestions in your next speech.

Requirements:

At least 1 page long (but not longer than 2 pages), with 1 inch margins

Times New Roman, 12 point font, double spaced

Titled with: name, speech type, speech title, date

B) Video Shares and Feedback Posts (20 points – 5 points each): The week before the presentations are due, you will post a video of yourself delivering the latest draft of your upcoming speech. The video has to be posted by the deadline that I have provided. After all videos have been posted, you will also watch a video that two peers have posted and will provide constructive criticism. In addition, you may be asked to post and share other videos as instructed by your professor.

C) CWSTS Session Report Forms & Reflection (3 points each): You can earn three extra points for every time that you visit the Campus Writing and Speaking Tutorial Services. The service can assist you with writing your speeches, or practicing your speeches. Every time you attend a session, the CWSTS will give you a *Session Report Form*. To earn the extra credits, you will have to bring the form to me along with a 100-150 word reflection on how that particular visit helped you improve your writing or speaking skills. The forms have to be handed to me before delivering the speech for which you sought advice. I will accept a maximum of 10 total forms (30 total points). These points will be added to the total semester points at the end of the semester.

Participation

Chapter Presentation/Teaching Activity (35 points): Once during the semester, you will lead the class in a discussion of a chapter and will design a teaching activity to accompany your presentation. The teaching activity should enhance understanding of the material presented and should encourage critical thinking.

Peer Critiques (15 points – 5 points each): Your critique of your peers should be substantive, constructive, and supportive, highlighting areas of the speech you thought were strong and areas you thought could be improved (provide ideas and suggestions for how they could improve them). Students will look to your critiques to help them with their future presentations and to write their self-evaluations. You will write critiques for all speeches except the deliberative speech.

Labs (40 points– 10 points each): Before each speech we will have a lab class designed to help you put the finishing touches on your speech. If you do not complete the following components during lab, you will not receive all Lab participation points:

1. Arrive with your speech outline on your laptop (check one out from the library if you don't have one)
2. Arrive with vocal variety and non-verbals marked on your outline, if helpful to you.
3. Take out two sheets of paper and divide them in half and make a critique. On the top write "Outline" and on the bottom write "Speech." In each section write, "Pat on the Back" and "Suggestions."
4. Show your group members your outline
5. Deliver your speech to your group
6. For each group member proof read their outline and listen to their speech then give them verbal feedback and fill out a critique. You must provide at least 2 to 3 "Pat on the Back" and "Suggestions" for the speech and outline.
7. Meet individually with the instructor for feedback on your outline and speech delivery
8. Make recommended changes to your outline and practice delivery for the remainder of the class
9. Before the end of the class, the instructor will look at your critiques and give you points for their completion.

Studentship (10 points): At the end of the semester the instructor will give studentship points (think sportsmanship) based on her evaluation and observation of your studentship during this class which includes:

1. Attitude (positive and ready to learn)
2. Participation in class discussions (asking questions and answering questions)
3. Professionalism - being respectful of the teacher and other students (showing up to class on time, being courteous and constructive, abstaining from electronic distractions during class, etc.)

Attendance Policy

Attendance for this class is mandatory, and will be taken every day. Investment in this class is expected. By joining this class you are making an **ethical commitment** to participate in a semester-long learning community. Public speaking is a dynamic, interactive experience. In order to speak well you must show up to class prepared to participate. You must also be present to develop the skills necessary to successfully complete the course.

To ensure your success in this course you are allowed only one absence [the equivalent of one week]. This absence can be excused or unexcused. If the absence is **excused**, you will be allowed to make up all the work. An excused absence will not negatively impact your participation grade. If the absence is unexcused you will not be allowed to make up the work. Because this is a three-hour session, if you miss a second class, two points will be deducted of your final grade. If you miss a third class you fail the course. This is program policy.

The one qualification to the attendance policy is that you **must** present on your scheduled speaking day in order to receive credit for the assignment. **You will only be able to make up a missed speech with a documented excused absence at the discretion of the instructor.**

Per University regulations, excused absences must fall into one of two categories: sanctioned anticipated situations and documented emergency situations.

1. **Anticipated situations** (e.g., participation in official University functions, court attendance, religious observances, or military duty) must be submitted in writing at the beginning of the semester or one week prior to the anticipated absence.
2. **Emergency absences** (e.g., student illness, injury or death of immediate family member) must be documented by the Student Organization Resource Center 515-3323 within one week following the emergency. Make-up work will be allowed for excused absences only.

If a situation emerges that might impact your attendance please contact me ASAP to discuss possible solutions. For information regarding NCSU's attendance policy, go to: <http://policies.ncsu.edu/regulation/reg-02-20-3>

Arriving Late

Students are expected to arrive to class on time. The instructor reserves the right to deduct points from class participation, if late arrival becomes a problem.

Automatic Disenrollment Policy

"Students who miss the equivalent of the first two class sessions (i.e., one class for a class that meets once per week) will automatically be disenrolled from the class in order to accommodate students who want to take the course."

Letter Grades

This Course uses Standard NC State University Letter Grading Scale

97 ≤	A+	≤100	77 ≤	C+	<80	
93 ≤	A	<97	73 ≤	C	<77	
90 ≤	A-	<93	70 ≤	C-	<73	
87 ≤	B+	<90	67 ≤	D+	<70	
83 ≤	B	<87	63 ≤	D	<67	
80 ≤	B-	<83	60 ≤	D-	<63	0 ≤ F < 60

Requirements for Credit-Only (S/U) Grading

In order to receive a grade of S, students are required to take all exams and quizzes, complete all assignments, and earn a grade of C- or better. Conversion from letter grading to credit only (S/U) grading is subject to university deadlines. Refer to the Registration and Records calendar for deadlines related to grading. For more details refer to

http://www.ncsu.edu/policies/academic_affairs/courses_undergrad/REG02.20.15.php.

Requirements for Auditors (AU)

Information about and requirements for auditing a course can be found at

http://www.ncsu.edu/policies/academic_affairs/pols_regs/REG205.00.5.php.

Policy on Incomplete Grades

If an extended deadline is not authorized by the instructor or department, an unfinished incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an incomplete grade is the responsibility of the student. The university policy on incomplete grades is located at

<http://policies.ncsu.edu/regulation/reg-02-50-03>

Late Assignments/Makeup Work

No late assignments will be accepted unless arrangements are made with the instructor prior to the due date. If you miss a speech because of an excused absence you will be allowed to make it up. Any other late work or missed speeches will only be accepted or scheduled at the discretion of the instructor.

Plagiarism and Academic Integrity

Plagiarism is using other people's work and ideas without giving them credit. This is a violation of both the University rules and regulations and the rules of this class. Plagiarism can range from using quotes, passages, or other intellectual presentations of an author or authors without citing the author and source, to using another person's outline or text of a speech as the basic template of a speech, changed around a bit and presented as your own, to using another's written materials and speaking manuscript outright.

All students are expected to follow the University policy on academic integrity found in the student code of conduct. All standards of academic honesty will be strictly enforced. All students are bound by the honor code, which states: "I have neither given nor received unauthorized aid on this test or assignment." Your signature on any test or assignment, as well as all other submitted work or delivered speeches, is considered a confirmation that you are following the honor code. Please consult the following website for further details on student conduct:

<http://studentconduct.ncsu.edu/>

Electronically Hosted Course Components

Moodle will be used to track absences, grades and reminders about classes. Please refer to Moodle throughout the semester. We will also be using the MyCommunicationLab multimedia resources throughout the semester.

E-mail Use

You are required to check your NCSU e-mail account daily so the instructor can communicate with you. If you miss an assignment because you did not check your e-mail you will be held accountable, not the instructor. If you do not have access to your NCSU e-mail account go to IT Services and get this fixed **immediately**. NCSU instructors are not allowed to e-mail to non-sanctioned e-mail accounts – you must use your NCSU account, the instructor will not respond to e-mails coming from Yahoo, Gmail, Hotmail or other sources, as your identity is not certified through these outlets.

Laptop Computers and Other Electronic Devices.

Out of respect of those around you, you are NOT allowed to use a laptop computer, tablet, cell phone, or any other electronic device for this class, unless the instructor has required the devices for class purposes. All devices should be turned OFF and put away BEFORE you enter the classroom. This includes head phones/earbuds. If you are seen using an electronic device during class, you will be counted absent.

No course recording may occur without prior permission from the instructor

(<http://policies.ncsu.edu/regulation/reg-02-20-11>).

Accommodations for Disabilities

Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, student must register with the Disability Services Office (<http://www.ncsu.edu/dso>) located at 1900 Student Health Center, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation at http://www.ncsu.edu/policies/academic_affairs/courses_undergrad/REG02.20.1.php.

Non-Discrimination Policy

NC State University provides equality of opportunity in education and employment for all students and employees. Accordingly, NC State affirms its commitment to maintain a work environment for all employees and an academic environment for all students that is free from all forms of discrimination. Discrimination based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is a violation of state and federal law and/or

NC State University policy and will not be tolerated. Harassment of any person (either in the form of quid pro quo or creation of a hostile environment) based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation also is a violation of state and federal law and/or NC State University policy and will not be tolerated. Retaliation against any person who complains about discrimination is also prohibited. NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-5> or http://www.ncsu.edu/equal_op. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 919-515-3148. *Please note that I welcome any concerns you have about inclusion in the class and invite you to come speak with me first if you feel comfortable doing so.*

CHASS Career Services:

Explore career options related to your major, make decisions about your major or minor, build resumes and cover letters, prepare for interviews, develop internship/ job search strategies, maximize career fairs, and more. Use ePACK to make an appointment with your career counselor -- Jane Matthews or Woody Catoe -- through ePACK. Career Development Center, 2100 Pullen Hall. careers.ncsu.edu

Student Resources:

Writing and Speaking Tutorial Services: <http://tutorial.ncsu.edu/wsts>

Academic Policies: www.ncsu.edu/policies/sitemap.php#acad-pols_regs

University Career Center: <http://www.ncsu.edu/career/>

Disability Services Office (DSO): <http://www.ncsu.edu/dso/>

Adverse Weather: Complete information about adverse weather policies is available at http://www.ncsu.edu/human_resources/benefits/leave/adverseweather.php

Check email, news, the NCSU home page, or call 513-8888 for the latest information.

Course Schedule

The schedule may change as needed. Please read all emails and check the Moodle site for any updates.

Week	Date	Discussion Topics	Readings	Homework Due
1	Aug. 20	Introduction Exercise Welcome to Public Speaking Your First Speech Navigating the Pearson’s website (Boyler) Research Brief Nonverbals and vocal variety Homework: Readings and Three Little Pigs post by 8/25	- Ch. 1 Ch. 2 -	Three Little Pigs Media Share Post by 8/25
2	Aug. 27	Research presentation (Kim Duckett) Choosing a Topic and Developing a Strategy Informing (Informative Speech) Introduction to developing teaching activities Homework: Readings, Research Brief and Outline	Ch. 6 Ch. 13	Three Little Pigs Video Share Feedback Due
3	Sept. 3	Researching the Speech Outlining the Speech Speaking with Visual Aids Outline Lab Homework: Outline	Ch. 7 Ch. 11 Ch. 15	Research Brief and Outline Draft Due
4	Sept. 10	Presenting the Speech Listening Critically Presentation Skills (Brandy Grabow) Lab Workshop Homework: Practice for Informative Speeches	Ch. 3 Ch. 4	Informative Speech Outline Due
5	Sept. 17	Informative Speech Presentations 6:00 – 7:15 Presenters 1-11 7:30 – 8:45 Presenters 12-22 Independent Lab: Work on Belief/Value topic selection and research brief Homework: Self-evaluations		Informative Speeches Peer Critiques
6	Sept. 24	Persuading Analyzing Your Audience The Belief and Value Speech Homework: Belief/Value Research Brief	Ch. 14 Ch. 5	Self-Evaluations Due Belief and Value Topic Due
7	Oct. 1	Reasoning Organizing the Speech: The Body Homework: Media Share Video Post by 10/6	Ch. 8 Ch. 9	Belief and Value Research Brief Due

8	Oct. 8	Organizing the Speech: Introductions, Conclusions, Transitions Achieving Style Through Language Pronunciation (Carolyn Quarterman) Lab Workshop Homework: Practice for Belief/Value Presentations Fall Break Begins at 10:15 p.m.	Ch. 10 Ch. 12	<i>Belief and Value Outline Video and Peer Feedback</i>
9	Oct. 15	Belief and Value Speech Presentations 6:00 – 7:15 Presenters 12-22 7:30 – 8:45 Presenters 1-11 Lab: Choose Topic and Work on research brief Homework: Self-Evaluations		
10	Oct. 22	Improvisation Skills (Amy Sawyer) The Advocacy Speech Introduction Topic Activity Homework: Readings and Advocacy Outline	Ch.R. 7	<i>Self-Evaluations Due</i>
11	Oct. 29	Mini Persuasion Workshop Homework: Advocacy Outline and Share Video Post by 11/3	Ch.R. 9, 10, 11	<i>Advocacy/Persuasive Research Brief Due</i>
12	Nov. 5	Audience Analysis Mini Persuasion Peer Persuasion Lab Workshop Homework: Practice for Advocacy/Persuasive	Ch.R. 12	<i>Advocacy Outline Due Video Share Feedback Due</i>
13	Nov. 12	Advocacy/Persuasive Speech Presentations 6:00 – 7:15 Presenters 1-11 7:30 – 8:45 Presenters 12-22 Lab: Work on deliberative speech research brief Homework: Self-Evaluations		
14	Nov. 19	Deliberative Speech Deliberative Speech Workshop	Ch. 16	<i>Self-Evaluations Due Research Brief and Outline Due</i>
15	Nov. 26	Thanksgiving Holiday (No Class)		
16	Dec. 3	Last Day of Class TBD (Overflow Date)		
17	Dec. 10	Final Exam TBD		

The schedule may change. Please read all emails and check the Moodle site for any updates