

SYLLABUS

Semester/Year: FALL 2017

Course and Section: SP 100

Prerequisites: NONE

Instructor Information:

Dr. Erica Moore

Office Hours: M-F until 4pm

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SGU Course Catalog Description: An introduction to public speaking. While there is work in speech communication theory, the emphasis is on students giving a variety of speeches. Required of all students.

Required Texts:

TED TALKS STORY TELLING BY AKASHA KARIA

TED TALKS PUBLIC SPEAKING BY CHRIS ANDERSON

Course Materials: Notebook, pen, pencil, highlighter, binder, flash drive and LBCC journal (all available at the bookstore)

Disability Statement: (SGU strives to assist all students with disabilities that may impact their learning. Please consult with your instructor or academic advisor if you have any special needs. This information is in the SGU catalog for reference.)

Course Objectives/Outcomes:

1. Students will learn and practice ethical public speaking skills in all assignments and participation.
2. Students will learn to prepare a speech outline.
3. Students will learn and practice effective introductions and conclusions to speeches.
4. Students will learn how to research, find supporting information and use it appropriately in speeches.
5. Students will learn to give informative, demonstrative, and persuasive speeches.
6. Students will engage in critical thinking in their preparation and participation.

7. Students will learn how to use the accepted methods of speech communication to effectively evaluate and support other members of the classroom.

8. Students will learn to participate appropriately in class discussions.

9. Students will be able to identify the most effective ways to communicate in discussions with moderately high conflict using various techniques to achieve consensus.

Assessment/Evaluation/Grading Policy:

Topic Assessment Points Available

<i>Assignment</i>	<i>Point Value</i>
INTRO SPEECH	5%
DEMONSTRATIVE SPEECH	10%
INFORMATIVE SPEECH	15%
SPEECH OF ACCEPTANCE	10%
PERSUASIVE SPEECH	20%
EXAMS	20%
ATTENDANCE	20%

GRADING SCALE

A: 90 – 100 %

B: 80 – 89 %

C: 70 – 79 %

D: 60 - 69 %

F: Below 60 %

Course Outline: Schedule/Assignments: (The course outline provides a listing of all assignments, including reading assignments and work that must be completed before the next class.)

Course Tentative Schedule of Dates and Topics

1. **Week One (AUG 31):** Introductions and classroom policies
Read pages 1-10 (Karia Text)
Read pages 17-21 (Henderson Text)
Read chapter one (Anderson Text)
2. **Week Two (SEPT 7):** Communication exercises
Read Chapter 3 (Anderson text)
Read chapter 5 (Lucas text)
3. **Week Three (Sept 14):** What not to do and listening skills
Read Chapter 4 (Anderson)
Read Chapter 5 (Lucas)
4. **Week Four (SEPT 21)** Discussion on topics/what is the main idea?
Read chapter 11 (Lucas)
Read chapter 10 (Anderson)
5. **Week Five (SEPT 28):** Visual Aids and materials
6. **Week Six (OCT 5):** EXAM 1 (SUBSTITUTE)
7. **Week Seven (OCT 12):** SPEECH DAY (DEMONSTRATIVE SPEECH)
Read chapter 15 (Lucas)
Read chapter 7 (Anderson)
8. **Week Seven (OCT 19):** What is an informative Speech?
9. **Week Eight (OCT 26):** Groups deliver speech
Read chapter 8 (Anderson)
Read chapter 8 (Karia)
Read chapter 16 (Lucas)
10. **Week Nine (NOV 2):** What is a persuasive speech?
Read chapter 18 (Lucas)
11. **Week Ten (NOV 9)** Speeches of acceptance
12. **Week Twelve (NOV 16)** EXAM 2
13. **Week Thirteen (Nov 23):** NO CLASS
14. **Week Fourteen (Nov 30)** SPEECH DAY-PERSUASIVE
15. **Week Fifteen (DEC 7):** Last class, ALL WORK DUE

Course Policies:

❖ **INSTRUTIONAL METHODS**

Lecture and group discussions

- ❖ You are responsible for attending class; completing all assignments; reading all assigned text material and participating in class discussion and other in-class activities. Attendance is expected and attendance records will be kept. Students missing 12 consecutive hours or 20 hours of total class time will be dropped from the course by the instructor. If you must miss a class for work or emergency issues, you must make arrangement with the instructor. Your participation grade will include attendance, as well as class discussion. Thus, preparation is critical! You should read all the assigned material before coming to class. **Late assignments will not be accepted unless arranged previously (not the day they are due). All cell phones and laptops should be shut off and put away during class time.**

❖ **ACADEMIC DISHONESTY**

Cheating and other forms of academic dishonesty run contrary to the purposes of higher education and will not be tolerated in this course. All forms of academic dishonesty will result in an "F" for the course. Academic dishonesty includes (but is not limited to) plagiarism, copying answers or work done by another student (either on an exam or on out-of-class assignments), allowing another student to copy from you, and using unauthorized materials during an exam. Please be advised that when the instructor suspects plagiarism, the Internet and other standard means of plagiarism detections will be used to resolve the instructor's concerns.

❖ **LATE ASSIGNMENT POLICY**

Any work received after the due date will receive an automatic reduction. Ten percent will be deducted each week that the assignments are late.

- ❖ **Cell Phone Policy** (Cell phone usage disrupts the learning process. All cell phones should be turned off and put away during class time. You may check your messages and/or make necessary phone calls during class breaks or after class is over.)
- ❖ **Academic Honesty** (It is anticipated that all SGU students will adhere to Academic standards set forth in the Student Handbook. As such, acts that are dishonest {such as plagiarism} are not acceptable student behavior and students will bear the responsibility of dishonest acts. If you have questions about academic honesty, please contact your instructor or relevant academic administrator.)