COMM 1315
Dual Credit Public Speaking
Instructor: Dr. Leslie Y. Rodriguez
Spring 2020

Instructor information
Email: leslie.rodriguez@angelo.edu
Telephone: 325/486-6089
Office: Library B306 M

Office Hours: M 4:30 pm-6:00 pm; MW 12:00 pm – 2:00 pm; TR 11:30 am – 12:30 pm, 2:00 pm-3:00 pm;
And by Appointment

Readings

Course Description
COMM 1315 is a course designed to help students across academic majors to learn how to communicate effectively in
public by understanding and analyzing the audience and situation then creating an appropriate message. Core public
speaking skills are message clarity, organization, language, delivery, and the use of multimedia/presentation technology.
Emphasis will be placed on presenting a variety of speeches throughout the semester.

Blackboard
We will be using Blackboard to conduct this class. It is your responsibility to insure that you can access this site. Contact
IT if you have any problems (325/942-2911). Each week, I will post your assignments for you on Blackboard. You will
then be required to complete these assignments through Blackboard. As such, you need to insure that you have access to
this site and that you know how to navigate the site.

Student Learning Outcomes
CT1: Gather, analyze, evaluate, and synthesize information relevant to a question or issue.
CT2: Develop and demonstrate a logical position (i.e., perspective, thesis, hypothesis) that acknowledges ambiguities or
contradictions.
CS1: Develop, interpret, and express ideas through effective written communication.
CS2: Develop, interpret, and express ideas through effective oral communication.
CS3: Develop, interpret, and express ideas through effective communication.
TW1: Consider different viewpoints as a member of a team.
TW2: Work effectively with others to support and accomplish a shared goal.
PR1: Demonstrate the ability to evaluate choices, actions, and consequences as related to ethical decision making.

Course requirements: (total = 1000 pts)

Informative Speech (CS2, CS1) = 150 pts.
A 4-6 minute informative, unbiased speech about a topic of controversy at the local, state, national, or international level,
where both sides of the issue are presented. Preparation outline will be required.

Persuasive Speech (CT2) =150 pts.
A 5-7 minute persuasive speech where the student chooses a side from their informative speech to advocate. Preparation
outline will be required.

Persuasive Speech (MMS) (CS3) = 200 points
A 6-8 minute persuasive speech where the student attempts to persuade the audience to volunteer for a non-profit
organization. Preparation outline will be required. Multimedia requirement for this speech.

Special Occasion Speech = 50 points
A 2-4 minute wedding toast, eulogy, or acceptance speech.
Quizzes = 100 pts  
Discussion Board = 175 pts  
Peer Critiques = 75 pts  
Final Exam = 100 pts

There are 25 extra points built into the course through the existing assignments. As such, no extra credit, curving, or rounding of grades will occur after final grades have been calculated.

Grade Scale:
A = 1000-900 pts.  
B = 899-800 pts.  
C = 799-700 pts.  
D = 699-600 pts.  
F = 599 and lower

General Course Requirements

Every student is required to complete four graded public speaking assignments. All topics must be approved and cleared by the instructor for each speech. These speeches build on material and concepts presented in class and in the textbook. Speech types will include introductory (ungraded, for participation points), informative (1), persuasive (2), and a special occasion speech.

Failing to submit a speech by the due date and time will result in RECEIVING AN AUTOMATIC F IN THE CLASS REGARDLESS OF YOUR NUMERICAL AVERAGE. This is a department wide policy, and is flexible.

Each student is required to take tests and quizzes over material covered in class and in the text. These may include multiple-choice, true-false, short answer, and essay questions. You are expected to keep up with your assignments and readings.

Course Policies

1. Guidelines for Recording and Uploading Speeches
All four speeches will need to be uploaded by the due date and time indicated in each week’s folder and assignments.

I will NOT accept any excuses for late speeches, so make sure you get it done on time. Also, at times, the uploading speeds can be slow; therefore, I recommend not waiting until the last minute to upload your video.

Now let us look at some video recording requirements:

Being that this is a Public Speaking class, it is essential that we keep the “PUBLIC” in it although the class is being offered online. As such, you will be required to secure at least 5 adults (16 and older) to be a part of your audience. They will need to remain present through your entire speech. An audience member that is joining you virtually does NOT count as part of your 5 adults.

When you start recording, yet before you start speaking, I ask that the person controlling the video camera will pan the audience so I can see that you have five adults present. The five adults include the individual working the video recorder. After the panning of the audience, the video camera needs to zoom in on only the speaker providing a full frontal view (head to toe). I want the camera zoomed in as much as possible while keeping a full body view of the speaker. This step is necessary as I need to be able to see nonverbal actions of the speaker (eye contact, gestures, posture, facial expressions, etc.). The camera should not move during the speech. Also, once you start recording, you cannot stop and restart the video at any spot. If you do so, you will need to start over from the panning of the audience. Once you finish recording your speech, and after uploading your speech, you need to insure that I can see and hear it. A speech that is turned in yet cannot be heard or seen will result in a zero. You may NOT edit your speeches. If you do so, it will result in an F in the class regardless of your numerical average. Allow for problems by doing things ahead of time. Also, you may use an outline or notecard during your speech but you may not use cue cards or read off anything that is located in the audience or in front of you. Do so will result in an F in the course, regardless of your numerical average.
I will provide an example before your first formal speech so you can see a speech that is recorded appropriately. So what can you record your speeches with? Thanks to technology, most smart phones provide the ability to record a video that can be seen without issue. If you do not have a smart phone, maybe a friend does…he/she can be an audience member. Or, you will have to find a video camera that can hook up to a computer for uploading. I'm not too concerned with what you record your speech, as long as I can see you well and hear you well. You may want to practice with some sample videos just to get the process of uploading down. If I cannot hear or see you, I will not grade it. **This will result in an F in the course regardless of your numerical average.**

So just some small stuff now. You may use notecards or a speaking outline (abbreviated outline of your full formal outline) when you speak. I will grade for eye contact. So, it is important that you use your outline only for keeping your place and providing you with small details to help you continue along during your speech. Remember, this is a Public Speaking class not a Public Reading class. Reading your speeches to me will be severely penalized. More to come on this during the course. Also, you MAY use a lectern or a podium.

1. Late Speeches
   If you do not submit a speech by the due date and time, and do not have a legitimate reason for doing so (i.e., hospitalization, funeral of immediate family member – both which you must provide documentation for), **YOU WILL RECEIVE AN “F” IN THE COURSE REGARDLESS OF YOUR NUMERICAL AVERAGE.** Technical difficulties, can’t find enough audience members, uploading problems that prevent your from submitting on time, and nonworking, uploads that cannot be played etc. are not legitimate reasons and will result in your receiving an F in the course. Only if an absence is excused through the instructor will a student be allowed to make up a speech. If you have a legitimate reason as listed above for not submitting, **YOU ARE REQUIRED TO CONTACT THE INSTRUCTOR TO LEARN OF YOUR NEW DUE DATE.**

2. Late Tests and Late Work
   I do not accept late work or allow you to take a test after the due date. If you miss a test or any other assignment due to an excused absence (i.e., hospitalization, funeral of immediate family member), you must make the test up within a reasonable length (no more than one week, desirably less.) All arrangements for making up work should be made prior to the absence, if possible, and is the student’s responsibility. A typed, signed and dated explanation must be given to the instructor upon returning to class.

3. Academic Misconduct
   Intentional Plagiarism in your speech will result in receiving an F in the course, and the instructor may pursue additional measures. Speeches are to be the original composition of each student. Outside sources are required for each assignment with proper citing in a bibliography as required. Unintentional plagiarism will be penalized.

4. Class Etiquette
   Please be a courteous student and peer. Your audience members during your speech must be formally seated in front of you as if you were in a classroom.

5. Dress Requirement
   Appropriate dress is required for each speech. Please wear casual clothing and shoes when you record your speeches. Wear what you would wear if you were coming to class.

6. Honor Code Policy
   Violations of academic integrity are very serious matters and are clearly documented in the ASU Student Handbook. The work a student submits in a class is expected to be the student’s own work and must be work completed for that particular class and assignment. Plagiarism means intentionally or knowingly representing the words or ideas of another as one's own. This may include your own previous work. Plagiarism includes quoting or paraphrasing from other sources without acknowledging/citing the source of your information or presenting quoted material as your own words. You must be very clear about attribution of sources and you must know how

7. Disability Statement
The Student Life Office is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting
Mrs. Dallas Swafford, Director of Student Development 325-942-2047 office or 325-942-2211 Fax
dallas.swafford@angelo.edu University Center, Suite 112B

8. Title IX at Angelo State University:

The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

9. Religious Holiday Observance
A. “Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code 11.20.
B. A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.
C. A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.
Tentative Schedule – COMM 1315 Public Speaking Dual Credit Spring 2020
Discussion Work will be further explained in Weekly Folders on Blackboard.

<table>
<thead>
<tr>
<th>Week</th>
<th>Chapter Readings</th>
<th>Due Dates</th>
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| 1      | *Read Course Syllabus, Policies, and Schedule  
|        | *Read Chapters 1-2  
|        | *Record and upload Introductory Speech                                            | January 18         |
| 2      | *Read Chapters 5, 6, & 15  
|        | *Watch Lectures  
|        | * Take Quizzes: Chapters 1, 2, 5, 6, &15  
|        | *Read Documents in Speech 1 Folder  
|        | *Do Discussion Board Work                                                        | January 25         |
| 3      | *Read Chapters 7, 8, & 9.  
|        | *Watch Lectures  
|        | *Take Quizzes on Chapters 7, 8, and 9.  
|        | *Do Discussion Board Work                                                        | February 1         |
| 4      | *Read Chapters 10, 12, & 13.  
|        | *Watch Lectures  
|        | *Take Quizzes 10 &13.  
|        | *Do Discussion Board Work                                                        | February 8         |
| 5      | *Informative Speeches Due                                                        | February 15        |
| 6      | *Complete Self & Peer Evaluations of Informative Speech                          | February 22        |
| 7      | *Read Chapter 16 & 17  
|        | *Watch Lectures  
|        | *Read Persuasive Speech 2 Folder contents  
|        | *Read Special Occasion Speech Assignment  
|        | *Do Discussion Board Work                                                        | February 29        |
| 8      | *Special Occasion Speech Due  
|        | *Persuasion Outlines Due  
|        | *Do Chapter 16 & 17 Worksheets                                                   | March 7th          |
| 9      | *Persuasive Speech Due                                                           | March 21st         |
| 10     | *Do Self and Peer Evaluations of Persuasive Speech                               | March 28th         |
| 11     | *Read MMS Speech Folder Contents  
|        | *Do Discussion Board Work                                                        | April 4th          |
| 12     | *Continue to work on last speech  
|        | *Do Discussion Board Work                                                        | April 11th         |
| 13     | *Continue to Work on MMS Speech                                                  | April 18th         |
| 14     | *MMS Speeches Due  
|        | *Do Discussion Board Work                                                        | April 25th         |
| 15     | *Do Self Evaluation of Course  
|        | *Do Peer Evaluation of MMS Speech                                                | May 2nd            |
| FINAL EXAM | Final Exam due by 5:00 pm on May 6th                                            | May 6th            |