Instructor information:
Email: Benjamin.Brojakowski@angelo.edu
Telephone: (325) 486-6079
Office: Porter Henderson Library 306L

Office Hours:
MW 11:00 a.m. – 2:30 p.m.; By Appointment
TTH 12:30 p.m. – 2:30 p.m.; By Appointment
F By Appointment

Readings Required:

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.

Student Learning Outcomes:
Critical Thinking Skills (CT) - Gather, analyze, evaluate, and synthesize information relevant to a question or issue and construct a logical position (i.e. perspective, thesis, and/or hypothesis) that acknowledges ambiguities or contradictions.

Communication Skills (CS) - Develop, interpret, and express ideas through effective written, oral, and visual communication.

Teamwork Skills (TW) - Consider different viewpoints as a member of a team in order to work effectively with others to support and accomplish a shared goal.

Attitudes and Behaviors Displaying Social Responsibility (SR) - Demonstrate intercultural competence, knowledge of civic responsibility, and engagement in the campus, regional, national or global communities.

Attitudes and Behaviors Displaying Personal Responsibility (PR) - Demonstrate the ability to evaluate choices, actions and consequences as related to ethical decision making.

Course Requirements (1000 points):

Informative Speech 1 = 150 points
A 5-7 minute speech on a topic of controversy at the local, state, national, or international level, which in an unbiased manner informs the audience of the two sides of the debate. See assignment sheet for details.
Informative Outline = 50 points
A preparation outline and works cited page for the informative speech. See assignment sheet for details.

Informative Outline Peer Evaluation Grade = 50 points
Students will evaluate a peer’s outline with provided rubric.

Persuasive Speech = 150 points
A 5-7 minute persuasive speech. A preparation outline will be required. See assignment sheet for details.

Persuasive Outline = 50 points
A preparation outline and works cited page for the informative speech. See assignment sheet for details.

Persuasive Speech (MMS speech) = 100 points
A 6-8 minute speech persuading the audience to volunteer for a particular non-profit organization, which utilizes Monroe’s Motivated Sequence.

Persuasive (MMS) Outline = 50 points
A preparation outline and works cited page for the Persuasive 2 (MMS) speech. See assignment sheet for details.

Special Occasion Speech = 100 points
A 1-3 minute (time dependent upon type selected) wedding toast, eulogy, or acceptance speech.

Quizzes 5@20 points = 100 points
Quizzes, which may consist of multiple-choice, true/false, and essay questions, will be given throughout the course of the semester.

Peer Evaluations 2@25 points = 50 points
Students will be graded on their evaluation of their peers’ individuals speeches (informative and MMS).

Participation = 50 points
Students will be graded on their ability and willingness to discuss course material during class lecture. The following scale will be used to determine participation points:

50 points=Excellent  40 points=Good  30 points=average  20 points=fair  10 points=poor

Final Exam = 100 points
Students will take a final exam on course material at the end of the course. Final exam may consist of multiple-choice, true/false, and essay questions. Details regarding the final exam will be announced in class.

Course Grading

A=1000-900 points  B=899-800 points  C=799-700 points  D=699-600 points  F=599 points and below

Course Policies

1. Attendance

Regular attendance is required in this course. Attendance will be taken and counted beginning the first day of class. The student is allowed to miss 3 days (MWF), 2 days (T/R), and 1 day (if class meets once a week) without penalty to the final grade. However, a student’s absence will result in a zero for all work/assignments completed on that day. Once a student misses more than the allotted absences mentioned above, two (2) points will be deducted from the student’s FINAL average for each additional absence. This number includes both EXCUSED and UNEXCUSED absences. You will be counted absent if you are not present for the entire class. Three tardies (more than 10 minutes) will result in an absence.

To be considered excused for a class absence, the student must be excused through the school as they will be attending
a school sponsored event. In these cases, it is the responsibility of the student to complete any assignments they will be missing prior to their departure. Please come talk to me if as soon as you know you will be missing a class.

2. Late Speeches

If you are not present when scheduled to give your speech and do not have a legitimate reason for being absent (i.e., hospitalization, funeral of close family member), YOU WILL RECEIVE A ZERO for that presentation. Only if an absence is excused through the school or the instructor will a student be allowed to make up a speech. If you have a legitimate reason for missing, YOU ARE REQUIRED TO MAKE UP YOUR SPEECH THE DAY THAT YOU RETURN. This means that you must have your documentation legitimizing your absence and your speech materials ready. You will be FIRST to present on the day that you return. However, if you do not have a legitimate reason, remember course policy states: FAILING TO GIVE A SPEECH ON THE ASSIGNED DATE WILL RESULT IN A ZERO. NOT DELIVERING ALL FOUR SPEECHES WILL RESULT IN AUTOMATICALLY FAILING THE CLASS REGARDLESS OF YOUR NUMERICAL AVERAGE.

Also, showing up late on your scheduled speech date will result in 15 points being deducted from your speech.

3. Late Tests and Assignments

If you miss a test due to an excused absence (i.e., hospitalization, funeral of close 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.

All late assignments will receive a 20% penalty for every day that they are late (including weekends).

4. Academic Misconduct

Plagiarism in your speech will result in a zero for the assignment, 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.

5. Class Etiquette

Please be a courteous student and peer. Use of cell phones in class will result in you being counted absent for the day, and will result in a 0 for any work completed on that day. Students may not use Snapchat, Instagram, Facebook, or any other social media outlet to post pictures or videos of other students or their performance in the classroom. Failure to comply with this rule will result in you being reported to the Dean of Student Life.

6. Dress Requirement

Appropriate dress is required for each speech. Specific requirements will be announced by the instructor prior to the speech.

7. 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 to cite sources in a paper. Please see full Honor Code Policy at http://www.angelo.edu/cstudent/documents/pdf/Student_Handbook.pdf

8. 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

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.

10. Language

Under no circumstance will racist, sexist, homophobic, or any other type of oppressive language be tolerated in COMM 1315. Please think before you speak and use your language carefully. I reserve the right to ask you to leave class with no credit for attendance if your language crosses this boundary.

We must respect one another’s opinions, even when we disagree with them. This is not to say that debate is unwelcome. Rather, I expect healthy, reasoned, thoughtful debate that in all ways respects and values the individual person. Be prepared to provide and support your arguments.

11. Social Media

I do not communicate with students on social media. All of my active social media accounts are set to private and I will not accept/request social media connections with students.

12. Title IX Statement

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 Title IX Coordinator at:

Michelle Miller, J.D.
*Title IX Coordinator*
Mayer Administration Building, Room 210 325-942-2022
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 at 325-942-2171, Counseling Services at 325-942-2371 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.

13. COVID-19 Class Procedures

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory **Facial Covering Policy** to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.
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<tr>
<th>Week</th>
<th>Chapter Readings</th>
<th>Due Dates</th>
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| 1 Week of Jan. 25 | **Introduction to Course; Course Syllabus**  
Chapter 1: Speaking in Public  
Chapter 2: Ethics and Public Speaking | **Introductory Speeches**  
Quiz 1: Chapters 1&2 (Each chapter divided into 2 scores at 10 pts each)  
Quiz Open: Jan. 28 (8:00 a.m.) – Jan. 29 (11:59 p.m.) |
| 2 Week of Feb. 1 | **Chapter 5: Selecting a Topic**  
**Chapter 6: Analyzing Your Audience**  
**Chapter 15: Speaking to Inform**  
****Informative Speech Assignment Handed Out** | **Quiz 2: Chapters 5, 6, & 15**  
Quiz Open: Feb. 4 (8:00 a.m.) – Feb. 5 (11:59 p.m.) |
| 3 Week of Feb. 8 | **Chapter 7: Gathering Materials**  
**Chapter 8: Supporting Your Ideas**  
**Chapter 9: Organizing the Body of Your Speech**  
Library Presentation | **Quiz 3: Chapters 7, 8, & 9**  
Quiz Open: Feb. 11 (8:00 a.m.) – Feb. 12 (11:59 p.m.) |
| 4 Week of Feb. 15 | **Chapter 10: Beginning and Ending the Speech**  
**Chapter 12: Using Language**  
**Chapter 13: Delivery**  
**Chapter 14: Using Visual Aids** | **Informative Preparation Outline and PowerPoint Due**  
Quiz 4: Chapters 10, 12, 13, & 14  
Quiz Open: Feb. 18 (8:00 a.m.) – Feb. 19 (11:59 p.m.)  
Informative Outlines Due: Feb. 18 (11:59 p.m.)  
Informative Outline Peer Review Due: Feb. 21 (11:59 p.m.) |
| 5 Week of Feb. 22 | **Informative Speeches** | ***See Speaking Order** |
| 6 Week of March 1 | **Informative Speeches** | ***See Speaking Order** |
| 7 Week of March 8 | **Chapter 16: Speaking to Persuade**  
**Chapter 17: Methods of Persuasion**  
**Hand out Persuasive Assignment** | **Persuasive Outlines Due: March 18 (11:59 p.m.)** |
| 8 Week of March 15 | **Persuasion Lecture**  
**Outline Workshop** | |
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<th>Week</th>
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<tr>
<td>9</td>
<td>Week of March 22</td>
<td>Persuasive Speeches *See Speaking Order</td>
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<td>10</td>
<td>Week of March 29</td>
<td>Persuasive Speeches *See Speaking Order</td>
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<td>11</td>
<td>Week of April 5</td>
<td>MMS Lecture &amp; Persuasion Review *See Speaking Order</td>
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<td>*Hand out MMS Assignment</td>
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<tr>
<td>12</td>
<td>Week of April 12</td>
<td>MMS Lecture &amp; Persuasion Review MMS Outline Workshop Chapter 18: Speaking on Special Occasions Review for Final Exam <strong>Special Occasion Speech Assignment Handed Out</strong></td>
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<tr>
<td>13</td>
<td>Week of April 19</td>
<td>MMS Speeches Special Occasion Speeches *See Speaking Order</td>
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<td>14</td>
<td>Week of April 26</td>
<td>MMS Speeches Chapter 18: Speaking on Special Occasions <strong>Special Occasion Speech Assignment Handed Out</strong></td>
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<td>15</td>
<td>Week of May 3</td>
<td>Special Occasion Speeches Exam Review *See Speaking Order</td>
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<td>Final Exams</td>
<td>*See Final Exam Schedule</td>
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**Quiz 5: Chapters 16, 17**
Quiz Open: March 18 (8:00 a.m.) – March 19 (11:59 p.m.)

November 10th – Last Day to Drop Class

Sign Up For Special Occasion Speech Topic