Comm 1315: Public Speaking  
Spring 2021  
Instructor: Donald Plachno

Instructor information  
Email: dplachno@angelo.edu  
Telephone: 325/486-6089  
Office: Library 312J  
Office Hours: Mon-Fri 11:00am to 1:00pm, 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 as part of this class. It is your responsibility to ensure that you can access this site. Contact IT if you have any problems. Each week, I will post your assignments for you on Blackboard. Exams will also be taken on Blackboard. In short, you need to ensure that you have access to this site and that you know how to navigate around on this 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) = 100 pts  
A 5-7 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) = 100 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 (Monroe’s Motivated Sequence (CS3)=100 pts  
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 Pts  
A 1-4 minute wedding toast, eulogy, or acceptance speech.
Discussion Board/Assignments = 200 pts
Discussion Boards items consist of various weekly assignments, worksheets, outlines, and peer and self critiques.
Readings = 130 pts
Quizzes = 220 pts
Final Exam = 100 pts

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

General Course Requirements

Every student is required to complete four major graded public speaking assignments. All topics must be approved and cleared by your instructor for each speech. These speeches build on material and concepts presented in class and text. Major speech types will include an informative (1), persuasive (2) and 1 special occasion speech. FAILING TO SUBMIT A SPEECH ON THE ASSIGNED DATE BY THE ASSIGNED TIME WILL RESULT IN RECEIVING AN “F” IN THE COURSE REGARDLESS OF YOUR NUMERICAL AVERAGE. This is a department policy. Please note that the first introductory speech does not count as a major speech.

- 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.
- Students are expected to dress for their speeches as if they were presenting in a classroom, i.e., wearing shoes, appropriately clothing, etc.

Course Policies

1) COVID PROCEDURES

When entering class, you will be required to:
a. Have your mask on properly, covering your nose and mouth. You are required to wear a face mask which completely covers you nose and mouth at all times in class. If you fail to wear your mask properly or not at all, then you will be asked to leave the classroom and receive a zero for the day. You are responsible for your own mask. I will not provide a mask for you. If you forgot your mask then can purchase one in the vending machine near the elevator, while supplies last.
b. You are required to show your completed daily wellness check on your smartphone.
c. You will have your temperature taken when you enter class. If you have a reading of 99 degrees or higher, you will be required to leave class. This will be treated like an absence. If you provide a note from the clinic, then you will be excused.
d. You will then use disinfecting gel on your hands and grab a disinfectant wipe. You will then wipe down your work station and throw the wipe away.
e. When you are in class you will maintain social distancing.

2. Late Speeches

If you do not present a speech by the due date and time, and do not have a legitimate reason for doing so (i.e., hospitalization, funeral of close family member), YOU WILL RECEIVE AN “F” IN THE COURSE REGARDLESS OF YOUR NUMERICAL AVERAGE. This is a department policy. 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 for not presenting, YOU ARE REQUIRED TO CONTACT THE INSTRUCTOR TO LEARN OF YOUR NEW DUE DATE. Remember though, a missed speech that is not excused also results in you receiving an F in the course regardless of your numeric average.

3) Late Tests
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.

2) Academic Misconduct
Plagiarism in your speech will result in a zero for the assignment, and the instructor may pursue additional measures thru the Academic Integrity Board. 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.

3) Class Etiquette
Please be a courteous student and peer.

4) 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.

5) 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

6) 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

7) 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.

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 Title IX Coordinator at:

Michelle Miller, J.D. Title IX Coordinator Mayer Administration Building, Room 210 325-942-2022
michelle.miller@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 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.
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<th>Week</th>
<th>Chapter Readings</th>
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| **Week of Jan. 25** | *Read Course Syllabus, Policies, and Schedule  
*Read Chapters 1-2  
Lecture: Speaking Public/Ethics in Speaking | Saturday, Jan. 30th by 5 pm |
| **Week of Feb. 1** | *Read Chapters 5, 6, & 15  
* Take Quizzes: Chapters 1, 2, 5, 6, &15  
Lecture: Selecting Topic and Purpose  
Analyzing the Audience  
Speaking to Inform | Quizzes Due Feb. 7th by 5 pm |
| **Week of Feb. 8** | *Read Chapters 7, 8, & 9.  
*Take Quizzes on Chapters 7, 8, and 9.  
Lecture: Gathering Materials / Supporting Your Ideas / Organizing the Body of the Speech | Quizzes Due Feb. 14th by 5 pm |
| **Week of Feb. 15** | *Read Chapters 10, 12, & 13.  
Take Quizzes 10 &13.  
Lecture: Beginning and Ending the Speech/Outlining the Speech/ Delivery | Quizzes Due Feb. 21st by 5 pm |
| **Week of Feb. 22** | *Informative Speeches Due | |
| **Week of March 1** | **Informative Speeches Due**  
Peer and Self Evaluation Due | |
| **Week of March 8** | *Read Chapter 16, 17 & 18  
Lecture: Speaking to Persuade / Methods of Persuasion / Special Occasion  
*Read Persuasive Speech 2 Folder contents  
*Read Special Occasion Speech Assignment | |
| **Week of March 15** | *Special Occasion Speech Due  
*Do Chapter 16 & 17 Worksheets  
*Persuasive Completed Outline Due | |
| **Week of March 22** | *Persuasive Speech Due  
* Do Peer Evaluation of Special Occasion Speech | |
| **Week of March 29** | *Persuasive Speech Due  
*Do Self and Peer Evaluations of Persuasive Speech | |
| **Week of April 5** | *Read MMS Speech Folder Contents  
Lecture: Monroe’s Motivate Sequence  
Workshop 1 | |
| **Week of April 12** | *Turn in Your MMS Completed Outline & Visual Aid/Powerpoint  
Workshop 2 | |
| **Week of April 19** | MMS Speeches Due  
*Do Course Evaluation | |
| **Week of April 26** | *Do Final Self Evaluation  
*Final Exam Due | 1:00pm - 3:00pm |