Skyline College
COMM 110 Public Speaking AI CRN: 80773
Fall Semester 2011
(Tuesday & Thursday 11:10 a.m. – 12:25 p.m.)

Professor: Fermin Irigoyen
Office Location: 8-8317B
Telephone: 650-738-4276

Office Hours: M&W 6:00-7:00 p.m.
T&TH 2:00-3:00pm
F 11:10-12pm **and by appointment**

E-mail: irigoyen@smccd.edu
Web-Site http://www.smccd.net/accounts/irigoyen/index9.html

Textbook:

Irigoyen, F. (2009). *Public Speaking: Your Pathway to Success* (1st Edition). Dubuque: Kendall Hunt Publishers

Scantrons: Three half-sheet green scantrons, Form No. 882-E.

COURSE DESCRIPTION AND OBJECTIVES

Recommended: Eligibility for ENGL 836 or ESOL 400, or equivalent. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. Analysis and evaluation of oral, public communication is also included. Relevant social issues may be examined. Transfer: UC; CSU (A1)

Student Learning Outcomes

- Critically listen to a publicly delivered speech and analyze the credibility of the content and the effectiveness of delivery.
- Conduct in-depth research on a topic of social or scientific significance, then write a well- organized outline and present a coherent extemporaneous oral presentation with confidence.
- Convincingly deliver an oral presentation aimed at a specific audience with a well-developed line of reasoning, using effective visual aids.

At the completion of this course, you will be able to do the following:

- Select a subject and develop a purpose for a speech
- Analyze an audience
- Research a topic
- Formulate a thesis and major propositions for a speech
- Develop an outline to organize your presentation
- Develop the appropriate wording for your presentation
- Construct a conclusion, introduction, and transitions for a speech
- Practice and rehearse your delivery for proper pronunciation

Grading (Final Grading is on a straight scale and percentages are rounded down.)
A (90-100%) B (80-89%) C (70-79%) D (60-69%) F (Below 59%)
Participation 10%
Special Occasion Speech 10%
Speech to Inform 15%
Speech to Persuade 20%
Mid-term Exam 15%
Second Mid-term Exam 15%
Third Mid-term Exam 15%

Speech Requirements

Topics need to be approved by the instructor *prior* to delivering your presentation. There will be a required due date for all topic selections, if a topic is not turned when assigned your final grade for the assigned speech will be lowered by 5%. If you decide to change your topic *after* your topic has been approved, your final grade for the assigned speech will be lowered by 5%.

There will be a required due date for all speech outlines, if an outline is not turned when assigned your final grade for the assigned speech will be lowered by 5%.

There will be a required due date for audience surveys (informative and persuasive speeches), if an audience survey is not turned when assigned your final grade for the assigned speech will be lowered by 5%.

Each speech will have a specified time requirement to be determined by the instructor.

Each speech will require a complete sentence outline and will be turned in at the time you make your speech. If you do not have your outline ready, you will earn a zero for the assignment. So print 2 copies of your outline, one for you and one for me.

Attendance will be taken immediately at the appointed hour, and is mandatory on speech days. When I take roll and you are not present you will be considered absent.

During speech presentations, attendance will be taken immediately at the appointed hour of class. If I call on you and you are not ready or not present you will earn a zero for the assignment.

If you have presented your speech and you do not attend class during presentations, your score will be lowered by 5% each day you miss.

The informative and persuasive speech will require a list of references using MLA format, which will be attached to the end of your outline. A book, magazine, newspaper, academic journal, and a field study (in-class audience survey) are required for the informative and persuasive speech.

All speeches will be delivered extemporaneously, and *not* read to the class. This is a public speaking class and *not* a public reading class.

All materials turned in must be typed or word-processed, not having materials typed will result in a zero for the assignment.

Class Schedule

Week	Date (Week of)	Topics
Week 1	August 15	Introductions/Course Overview
Week 2	August 22	Ch 1 Positive Mental Attitude
		Ch 2 Stage Fright
Week 3	August 29	Ch 4 Know Your Purpose and Select Topic
Week 4	September 5	Ch 13 Speaking at a Special Occasion
Week 5	September 12	Ch 8 Organizing and Outlining a Speech
Week 6	**September 19**	**Ch 8 Organizing and Outlining a Speech**
		Exam 1 (Chapters: 1,2,4,13, & 8)
Week 7	**September 26**	**Special Occasion Speech**
Week 8	October 3	Ch 14 Speech to Inform
		Ch 5 Audience Focused Activity
Week 9	October 10	Ch 6 Data Gathering
Week 10	October 17	Ch 7 Supporting Your Ideas
		Ch 3 The Multicultural Component to Public Speaking
Week 11	**October 24**	**Exam 2 (Chapters: 3, 5, 6, 7 & 14)**
		Speech to Inform
Week 12	**October 31**	**Speech to Inform**
Week 13	November 7	Ch 9 Introductions and Conclusions
Week 14	November 14	Ch 15 Speech to Persuade
		Ch 16 Techniques of Persuasion
		Ch 10 Delivery
Week 15	November 21	Ch 11 Language
		Ch 12 Visual Aids
Week 16	**November 28**	**Exam 3 (Chapters: 9, 10, 11, 12, 15, & 16)**
		Speech to Persuade
Week 17	**December 5**	**Speech to Persuade**
Week 18	**December 15**	**Thursday 8:10-10:40 Speech to Persuade**

* The above schedule and procedures in the course are subject to change.

Description of Required Speech Presentation Assignments

Introductory Speech
2 Minute speech of self-introduction

The speech should be delivered extemporaneously from brief set of notes. You are not to read your speech and should use as much eye contact as possible.

In their speeches, students begin by telling their name, home town, year in school, and academic major. They may focus the remainder of the speech however they wish on describing an unusual or significant personal experience, on expressing an important personal belief or pet peeve, on explaining a favorite hobby or interest, on discussing someone who has been particularly influential in the speaker's life, etc.

The purpose of the speech is not to persuade the audience to share the speaker's views, but to give the audience insight into the speaker's background, personality, attitudes, or aspirations.

Since the purpose of the speech is to give students a brief, initial exposure to speaking in front of an audience in a situation of minimal risk, I do not affix a grade to the introductory speech.

Speech Special Occasion 10%

A five-minute entertaining the audience (Introduction, Commemorative, After-Dinner, Presentation, Acceptance, etc.).

The special occasion speech requires a complete sentence outline, due at the time you do your presentation. You will be delivering your special occasion speech extemporaneously. Further descriptions of the rules are shown above in the Speech Requirements section of the syllabus.

Speech to Inform 15%

A speech 6 to 8 minutes in length informing the audience about some object, process, concept, or event.

The speech to inform requires a complete sentence outline, due at the time you do your presentation. You will be delivering your speech to inform extemporaneously. Library research is required for this speech. Further descriptions of the rules are shown above in the Speech Requirements section of the syllabus.

Speech to Persuade 20%

A speech of 8 to10 minutes designed to persuade the audience for, or against, a question of policy, fact, or value. Speakers may seek either passive agreement or immediate action from the audience, though they should be encouraged to seek the latter if there is appropriate action for the audience to take. This speech will require considerable research and skillful handling of the methods of persuasion. The speech to persuade requires a complete sentence outline, due at the time you do your presentation.

As in any persuasive speech, you need to explain ideas clearly and to think about ways to relate the topic to the audience. You may be encouraged to use a visual aide, but you are not required. Delivery of the speech is to be extemporaneous. Library research is required for this speech. Further descriptions of the rules are shown above in the Speech Requirements section of the syllabus.

Students will be Evaluated on Six Aspects of Each Public Speaking Assignment

1. Outlining
Students will be evaluated on the organization of and content of printed complete sentence speech outlines. In addition, crafting an accurate specific purpose and central idea for the assigned speech. The correctness of the student's number and lettering framework of a preparation outline. In addition to the other rules of outlining discussed in class.

2. Introduction
Did the student adequately gain the attention of the audience, introduced the topic clearly, related topic to the audience, established credibility, and preview the body of the speech.

3. Body
Students will be evaluated on the depth and quality of research, clarity of main points, and suitable support of those main points, while organized effectively.
Moreover, the evaluation of language must be accurate and appropriate.
An appropriate bibliography must be included (MLA Format).

4. Conclusion
Did the student adequately prepare the audience for the ending of the speech, and reinforce the central idea.

5. Delivery
The components of delivery that are evaluated are the quality of eye contact, avoiding distracting mannerisms, articulation, pauses, vocal variety, volume, rate of speech, visual aids, gestures, and overall enthusiasm for the speech.

6. Audience Analysis
I will evaluate the student's use of class demographics, and tailoring his/her message specifically to the given class.