Course Information
Course Title: Introduction to Speech Communication
Course Number: Speech 1311
Section Number: 85500
Credit Hours: 3
Class Meeting Time: 5:40-7:40 MTWR (Class Meets 6/6/19-7/3/19)
Meeting place: WH211

Required Course Materials
✓ Access to computer with Internet

Course Description
Theory and practice of speech communication behavior in one-to-one, small group, and public communication situations are introduced. Students learn more about themselves, improve skills in communicating with others, and prepare and deliver formal public speeches. (3 Lec.)

Course Objectives/Learning Outcomes
"Introduction to Speech Communication" is designed to help you improve your public speaking, small group and interpersonal communication skills. It is expected that skill improvement in these areas will occur through reading the required text; viewing and interacting with text related material; engaging in online activities including assignments and exams. In addition, the student will digitally record and upload to the instructor the three required speeches. This course also satisfies the Speech Communication 1311 course requirement for the associate degree awarded by DCCCD.

Learning Outcomes
Upon successful completion of this course, students will:

1. Apply the principles of human communication including: perception, verbal communication, nonverbal communication, listening, and audience analysis.
2. Demonstrate how to establish and maintain relationships through the use of interpersonal communication.
3. Apply small group communication skills including: problem solving, group roles, leadership styles, and cohesiveness.
4. Develop, research, organize, and deliver formal public speeches.
5. Recognize how to communicate within diverse environments

**What is this class like?**

During this course, you will receive a comprehensive introduction to the basic concepts and theories of communication. You will have opportunities to assess and improve your skills. We will practice mindful communication with others, critically evaluating, speaking, and choosing appropriate communication strategies. You will gain crucial knowledge and skills useful to you in your career, academic life and personal life. A good way for you to think about this course is that during this semester you will have your own personal communication “coach” and mentor who will guide you in becoming a more confident, competent and effective communicator. Your instructor is deeply committed to your success in this course.

**Course Work**

- ✔ Syllabus Quiz – 50 pts
- ✔ Personal Experience Speech – 100 pts
- ✔ 2 In-Class 90 second Speech Activity – 50 pts/each
- ✔ 2-In-Class Group Speech Activities – 50 pts/each
- ✔ 1-In-Class Group Persuasive Presentation – 50 pts
- ✔ 1-In-Class Group Ethical Dilemma Presentation – 50 pts
- ✔ Journal – 50 pts
- ✔ Individual Informative Speech – 100 pts
- ✔ Formal Informative Speech Outline (with 3 sources cited) – 100 pts
- ✔ Exam 1 – 100 pts
- ✔ Exam 2 – 100 pts
- ✔ Class Participation – 100 pts

**Class Participation & Attendance – (100 points):** This class is designed to help you improve your communication skills, so I expect you to participate actively in all class discussions and activities. We will have several in class activities, which will help you to enhance your communication awareness and skills. This class is more than simply learning how to give speeches. This class is about you and how you can improve your effectiveness in all areas of your communication.

*(It is imperative that you contact me within 24 hours of your absence from class or as soon as you are able in the case of an emergency. More than 3 unexcused absences will result in an “F” grade for this course. Make-up presentations and tests will be handled on a case-by-case basis.)*

**Your Responsibilities:**

- ➢ To attend class and to study communication as both a participant and an observer
- ➢ To TYPE and SUBMIT ALL ASSIGNMENTS TO ME.
- ➢ To keep a record of your grades on all assignments that I return to you.
- ➢ To show up when assignments, exams and speeches are due.
- ➢ To participate actively in all activities
**Presentations**

**Personal Experience Speech:** Each student will prepare a presentation about a significant personal experience using artifacts (pictures, personal items, videos, etc.) from their own lives for delivery to the class. Grading will be based on organization, delivery and content. The presentation will be 4-6 minutes in length. The point value for this presentation is 100 points.

**Individual Informative (Research-Based) Presentation and Outline:** Each student will prepare an informative presentation using at least 3 legitimate research sources from Richland College Library [https://www.richlandcollege.edu/services/academic-support/library/pages/default.aspx](https://www.richlandcollege.edu/services/academic-support/library/pages/default.aspx) or the Internet. Students are expected to choose a suitable topic and complete a Speech Topic Proposal/Draft Outline Form. Grading will include a formal outline with sources cited and will be based on organization, delivery and content. The presentation will be 4-6 minutes in length. The point value for this presentation is 200 points.

- You will provide the instructor with a copy of your typed outline for the presentation including list of published works cited the speech using MLA format. These two documents must be typed and stapled. **Un-typed documentation will not be accepted.** Published works may include print and valid and appropriate Internet references. A minimum of **(3) supporting sources** must be presented within each oral presentation. Your visual aid for each of these speeches will be either Power Point or Prezi.
- Finding a topic that can be adequately researched, organized and presented within the time limitations is an essential part of the assignment. Start planning now for your informative and persuasive presentations. *(Documented research is required for each of the speeches.)*

**In-Class Impromptu (90 Second) Speech Activities**

You will have three in class 90-second speech activity. **Activity 1:** Each of you will draw a random persuasive topic to “convince me.” **Activity 2:** Each of you will draw a random topic to “show me.” These activities are worth 50 points each. **STUDENTS MUST BE PRESENT IN CLASS TO RECEIVE CREDIT FOR THIS ACTIVITY**

**In-Class Group Speaking Activities**

Groups will have **TWO** in-class speaking assignments. **The first activity** is called “Current Events” will require groups to seek out a current event and then present that current event to the class answering the questions who, what, where, when, why, and how? Groups will have three minutes to present their current event. **The second activity** is called “Two Truths and a Lie.” And will involve groups coming up with all but one member telling a truth. The class will determine who is lying. Grading will be based on organization, delivery and content. These activities are worth 50 points each. **STUDENTS MUST BE PRESENT IN CLASS TO RECEIVE CREDIT FOR THIS ACTIVITY**

**In-Class Persuasive Group Presentation**

In the same groups that have worked together on all in-class group activities, you will have 1 In-class Group Persuasive Speaking Presentation worth 50 points. The purpose of this exercise is to demonstrate students’ understanding of persuasive speaking methods and working as a team. Group members will be given persuasive topics to present to the class. Group members will have time in class to discuss the topic prepare a thesis statement, three supporting points, and propose solutions or
benefits of the solutions. Groups will have 3 minutes to present their topic to the class. Grading will be based on organization, delivery and content. Groups must provide a brief outline laying out their position, supporting points, and benefits or solutions. **STUDENTS MUST BE PRESENT IN CLASS TO RECEIVE CREDIT FOR THIS ACTIVITY**

(Detailed requirements for this speech activity will be posted on eCampus)

**In-Class Group Ethical Dilemma Presentation**

In the same groups that have worked together on all in-class group activities, you will have 1 In-class Group Speaking Ethical Dilemma Presentation worth 50 points. The purpose of this exercise is to demonstrate students’ understanding of persuasive speaking methods and working as a team. Group members will be given persuasive topics to present to the class. Group members will have time in class to discuss the topic prepare a thesis statement, three supporting points, and propose solutions or benefits of the solutions. Groups will have 3 minutes to present their topic to the class. Grading will be based on organization, delivery and content. Groups must provide a brief outline laying out their position, supporting points, and benefits or solutions. **STUDENTS MUST BE PRESENT IN CLASS TO RECEIVE CREDIT FOR THIS ACTIVITY**

Delivery for all public speaking exercises will be extemporaneous. **READING** your speech to the class is not acceptable and will significantly lower your grade.

**Journal**: Take some time to reflect on your improved communication skills by taking the [How Good Are Your Communication Skills? Speaking, Listening, Writing, and Reading Effectively](http://example.com) quiz. Then, share you score and any feedback from the quiz and identify some of your communication strengths and weaknesses. You will need to identify one specific skill you can celebrate in yourself and one area for further improvement. How will working on these skills enhance your relationships?

**Class Participation & Attendance – (100 points)**: This class is designed to help you improve your communication skills, so I expect you to participate actively in all class discussions and activities. We will have several in class activities, which will help you to enhance your communication awareness and skills. This class is more than simply learning how to give speeches. This class is about you and how you can improve your effectiveness in all areas of your communication. **(It is imperative that you contact me within 24 hours of your absence from class or as soon as you are able in the case of an emergency. More than 3 unexcused absences will result in an “F” grade for this course. Make-up presentations and tests will be handled on a case-by-case basis.)**

**Your Responsibilities:**

- To be prepared for all assignments...and follow instructions
- To attend class and to study communication as both a participant and an observer
- To read and comprehend the assigned text PRIOR TO class discussions
- To ask questions about the material or assignments that you do not understand
- To confer with me about your progress and any issues or concerns that may arise
- To TYPE and SUBMIT ALL ASSIGNMENTS TO ME.
- To keep a record of your grades on all assignments that I return to you.
- To show up when assignments, exams and speeches are due.
- To participate actively in all activities
- To use – (a) MLA format (bibliography); the library to do basic searches including journals, periodicals, microfiche etc. is an excellent resource as is the Internet. All sources must be approved by me. Wikipedia is NOT considered a legitimate source.
Blackboard (Also called Ecampus)
➢ Blackboard is essential in this course. You must be able to access Blackboard during the first two days of the course beginning. It is your responsibility to alert your instructor to problems you have with logging in. You are also responsible for contacting the Help Desk if the problem is technical in nature.
➢ Blackboard will include an electronic copy of your syllabus.
➢ You will submit ALL of your assignments to me in person or via email.
➢ Make sure to always include your name and course section number! Do not simply turn it in.
➢ If you do not own a computer or have regular access to the Internet, you are responsible for making arrangements before the due dates/times.

Speech Delivery
➢ The speech should be considered a formal speech given in the classroom in front of your instructor and classmates.
➢ Dress appropriately
➢ Please read all the information provided in the course for how to write, practice, and deliver your speeches. If you need help on your speech, let me know.

How Do I Grade Assignments?
All of your assignments have previously assigned point values which can be found in the Syllabus or on the assignment itself. Rubrics are used to grade all of your work so the points are broken down for content, organization, and in the case of your written assignments, spelling and grammar. All work is expected to be college level writing. Please run spell check and proofread your work before submitting it.

Due dates can be found in the course schedule. All assignments submitted on time will be graded within one week. You can find the grade in "My Grades."
If you disagree with your grade, you have up to one week after the grade is posted in My Grades to dispute the grade. Please write an email to your instructor with your complaint fully written out so that it may be addressed fully. After one week from the time the grade is posted, the grade may not be disputed.

Exams:
There will be TWO exams that you will take in class – they will be 25 questions each and worth 100 points each. Make-up exams will be granted on a case-by-case basis.

Speeches
If you miss a speech due date, you will immediately lose 30 points. When you make the choice to submit a speech late, you must accept the deduction.

Email
Check your email Frequently. It is your responsibility to make sure you are receiving the emails from me, that you are able to open attachments, and that you check your email frequently enough to not miss anything important. (Please consider the person you are emailing (Professor Hanson) is a professional, who is also in charge of your grades, and remember to utilize proper grammar, capitalization, spell check, and an overall polite and similarly professional demeanor when sending a message.) If you miss/fail an assignment because you neglected to check your email or Blackboard, you are wholly responsible.

Institutional Policies
Please click on the following course link to view all the institutional policies associated with this online course:
URL www.richlandcollege.edu/syllabipolicies

Speech Topics
Be creative! There is so much to learn and speak about out there...go find it!
<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
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<tr>
<td><strong>Week 1</strong></td>
<td>June 6-7</td>
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| Thursday, June 6<sup>th</sup>  
In-class Ice Breaker Exercise: Thumb Ball  
Course Introduction (course requirements, syllabus, syllabus quiz)  
Chapter 1 “Communication What and Why?”  
Personal Experience Speech Assignment explained |  
Syllabus Quiz Due |
| **Week 2** | June 10-14 |
| Monday, June 10<sup>th</sup>  
Group Small-Talk  
Personal Experience Speeches  
Chapter 2 “The Self, Perception and Communication”  
Watch “Crazy Stupid Love” video  
Self-disclosure Online – Catfish! |  |
| Tuesday, June 11<sup>th</sup>  
Group Small-Talk  
In Class Impromptu Speaking Activity – 50 Points  
Chapters 12,13 “Preparing, Writing, and Delivering Speeches”  
Informative Speech Instructions |  |
| Wednesday, June 12<sup>th</sup>  
Group Small-Talk  
Chapter 3: “Communication and Culture”  
Watch Culture Video  
Chapter 4: “Language” |  |
| Thursday, June 13<sup>th</sup>  
Group Small-Talk  
Chapter 5: “Listening”  
Julian Treasure Ted Talk – “5 Ways to Better Listening”  
Chapter 6 “Non-verbal Communication”  
In-class Activity – “Who Am I?” |  |
| Friday, June 14<sup>th</sup>  
Group Small-Talk  
Chapter 7 “Communicating in Interpersonal Relationships”  
Exam Review  
Exam 1: Chapters 1-6 |  |
<p>| <strong>Week 3</strong> | June 17-21 |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Details</th>
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<tbody>
<tr>
<td>Monday, June 17th</td>
<td>Group Small-Talk</td>
<td>Watch “How To Spot a Liar” video</td>
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<td>Discuss Lying as Uncivil Communication</td>
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<td>Amy Cuddy – “Empowering Through Body Language”</td>
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<td>Tuesday, June 18th</td>
<td>Group Small Talk</td>
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<td>Informative Speeches</td>
<td>Chapter 8 “Communication and Conflict”</td>
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<td>Watch Gottman video</td>
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<td>Wednesday, June 19th</td>
<td>Group Small-Talk</td>
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<td>Informative Speeches</td>
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<td>Class Activity: Analyzing Relationship Scenarios</td>
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<td>Chapter 11 “Communicating in Groups and Teams”</td>
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<td>Thursday, June 20th</td>
<td>Group Small-Talk</td>
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<td>Chapter 9 “Communication in Groups and Teams”</td>
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<td>In-class Impromptu Speaking Activity – “Convince Me” 50 points</td>
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<td>Friday, June 21st</td>
<td>Group Small-Talk</td>
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<td>Chapter 10: “Problem-Solving in Groups and Teams”</td>
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<td>In-class Activity: Team Problem Solving</td>
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<td>In-class Activity – “Who Am I?”</td>
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<td>Week 4</td>
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<td>Monday, June 24th</td>
<td>Group Small-Talk</td>
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<td>In-class activity – Interviewing Skills</td>
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<td>Journal – “How Good is My Communication?”</td>
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<td>Tuesday, June 25th</td>
<td>Group Small-Talk</td>
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<td>Watch Dating Profile Videos</td>
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<td>In-class Group Activity – Two Truths and a Lie</td>
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<td>90 Second Impromptu Speaking Exercise – “Show me” 50 points</td>
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<td>Wednesday, June 26th</td>
<td>Group Small Talk</td>
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<td>Ethical Decision-making Lecture</td>
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<td>In-class Group Ethical Dilemma Presentation – 50 points</td>
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<td>Thursday, June 27th</td>
<td>Group Small-Talk</td>
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<td>Watch Digital Detox Video and discuss</td>
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<td>In-class Activity- TBD</td>
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| Friday, June 8\(^{th}\) | **Group Small-Talk**  
Watch Video “Multitasking is a Myth” and discuss
Test Effectiveness of Multitasking  
Journal – “How Good is My Communication?” – Due Friday June 8th |
| Monday, July 1\(^{st}\) | **Group Small Talk**  
Watch Video about how the FBI Spots a Lie
In Class Group Speaking Activity: Current Affairs – 50 points |
| Tuesday, July 2\(^{nd}\) | **Chapter 14 “Speaking to Persuade**  
Watch West Wing Video
In-class Group Persuasive Speaking Activity – 50 points |
| Wednesday, July 3\(^{rd}\) | **In-Class - Exam Review**  
Exam 2 – Chapters 7-14 |

**Grading Scale**
The grade for this course is based on a point count system which is as follows:

- A = 900-1000 of total points and all graded assignments
- B = 800-899 of total points
- C = 700-799 of total points
- D = 600-699 of total points
- F = 599 or less of total points