CMM 103 Syllabus

**Instructor/Email**- Nicholas Prephan, nprephan@marshall.edu

**Course time**- T/Th 8-9:30

**Office Hours**- M 12-1, T 10-11, W 12:30-1:30, Th 10-11 in SH 255 OR SH 269

**Textbook**- David Zarefsky*, Public Speaking Strategies for Success*, 6th ed., 2011

**Course Description**- A course designed to enhance the development of critical thinking skills and their application to verbal and nonverbal interaction in interpersonal and public communication contexts

**Course Philosophy**- CMM 103 is a part of the university's general education requirements. We believe that communication is a fundamental and essential part of life. We also believe that improving both your understanding of communication and your ability to communicate effectively will serve you well in your career, your relationships, and in your civic life. This course is designed to help you become more confident, more articulate, and better able to interpret the communication of others.

**Attendance-** Students will be expected to attend all classes. You are allowed one excused absence, any additional absences will result in a point being removed from your final grade. During speech days, you will get a bonus point for showing up on the days that you are not scheduled to speak. If you do not show up it will be treated like a normal absence.

**Late work**- Late work will be accepted, but ten points will be removed from the assignment for each day that it is not turned in. this does not apply to the speeches. You MUST speak on your assigned day.

Course Schedule

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| Date | Topic | Reading |
| Jan. 15 | Syllabus, Ch. 1 Welcome to Public Speaking  | Ch. 1,2,3 |
| Jan. 17 | Ch. 2 Your first SpeechCh.3 Presenting the speech |  |
| Jan. 22 | **INTRODUCTORY SPEECHES** | Ch. 4 |
| Jan. 25 | Ch. 4 Listening Critically | Ch. 5 and 6 |
| Jan 29 | Ch. 5 Analyzing your audienceCh. 6 Choosing a Topic and Developing a Strategy |  |
| Jan 31 | Review Day | Study |
| Feb 5 | **UNIT 1 EXAM** | Ch. 7 |
| Feb 7 | Ch. 7 Researching the Speech | Ch. 9 |
| Feb 12  | Ch. 9 Organizing the Speech: Body Ch. 10 Introductions, Conclusions, and Transitions | Ch. 10 and 11 |
| Feb 14 | Ch. 11 Outlining the speech | Ch. 13 |
| Feb 19  | Ch. 13 Informing**INFORMATIVE SPEECH PROPOSAL DUE** | Ch. 15 |
| Feb 21 | Ch. 15 Speaking With Visual Aids**SUPPORTING A MAIN POINT DUE** |  |
| Feb 26-28March 5-7 | **INFORMATIVE SPEECHES** |  |
| March 12 | Review for exam | Study |
| March 14 | **UNIT 2 EXAM** | Ch. 12 |
| March 26 | Ch. 12 Achieving Style Through Language | Ch. 8 |
| March 28 | Ch. 8 Reasoning | Ch. 16 |
| April 2  | Ch. 16 Occasions for Public Speaking | Ch. 14 |
| April 4 | Ch. 14 Persuading |  |
| April 9-16 | **PERSUASIVE SPEECHES** |  |
| April 25-30 | **Ceremonial Speeches** |  |
| May 2 | Review for final exam |  |

EXAM- Thursday, May 9, 8am