**Communication Studies 103**

**Fundamentals of Speech Communication**

**Supplemental Syllabus**

**CMM 103 Section 220**

**Instructor: Miranda Morgan**

Office: Smith Hall 255

 Email: morgan212@live.marshall.edu

 Office Hours: Tuesday and Thursday 9:30-12, and by appointment

**Attendance/Participation Policy**

You will receive 5 points per class that you attend and participate in. To earn these points, you must be attentive in class and contribute constructively to discussion. In addition, you may not use cell phones or mp3 players in class, and laptops must be used solely for note-taking purposes.

Should you miss a class due to a university excused absence you may contact me in advance to make appropriate arrangements and avoid losing points. Late work will be accepted, although as much as half of the point value may be deducted depending on the degree of tardiness.

If you miss class (without approval of the university) when your classmates are giving speeches, up to 10 points may be deducted from your point total (in addition to the 5 lost attendance points).

**Written Assignments**

 Informative Speech Proposal (40 points)

 Informative Speech Outline (50 points)

 Persuasive Speech Proposal (40 points)

 Persuasive Speech Outline (50 points)

 Self-Evaluation Paper (30 points)

 Critical Listening Paper (30 points)

**\*Speaking Assignments**

Introductory Speech (20 points)

 Informative Speech (75 points)

 Persuasive Speech (100 points)

 Impromptu Speech (20 points)

**\*Regardless of your point total, you cannot receive a passing grade without performing each of the assigned speeches in class**

**Just like most things in life, this syllabus is subject to change. I will notify you of any changes in class.**

**CMM 103 Course Schedule**

**Section 220**

(This schedule is subject to change. You will be notified of any changes in class)

**Date Topics/Assignments Assigned Reading**

|  |  |  |
| --- | --- | --- |
| 1/15 | Introduction- Welcome To Public Speaking |  |
| 1/17 | Your First Speech/Presenting the Speech | Chapters 1, 2 & 3 |
| 1/22 | **Introductory Speech** |  |
| 1/25 | Listening Critically | Chapter 4 |
| 1/29 | Analyzing Your Audience/ Choosing a Topic & Strategy | Chapters 5 & 6 |
| 1/31 | Review for Exam |  |
| 2/5 | **Unit One Exam (Chapters 1-6)** |  |
| 2/7 | Researching The Speech | Chapter 7 |
| 2/12 | Organizing The Speech | Chapter 9 & 10 |
| 2/14 | Outlining The Speech | Chapter 11 |
| 2/19 | Informing  | Chapter 13 |
| 2/21 | Speaking With Visual Aids | Chapter 15 |
| 2/26 | **Informative Speeches** |  |
| 2/28 | **Informative Speeches** |  |
| 3/5 | **Informative Speeches** |  |
| 3/7 | **Informative Speeches** |  |
| 3/12 | Review For Exam |  |
| 3/14 | **Unit Two Exam (Chapters 7,9-11,13,15)** |  |
| 3/26 | Persuading | Chapter 14 |
| 3/28 | Reasoning | Chapter 8 |
| 4/2 | Achieving Style Through Language  | Chapter 12 |
| 4/4 | Occasions for Public Speaking  | Chapter 16 |
| 4/9 | TBA |  |
| 4/11 | **Persuasive Speeches** |  |
| 4/16 | **Persuasive Speeches** |  |
| 4/18 | No Class |  |
| 4/23 | **Persuasive Speeches** |  |
| 4/25 | **Persuasive Speeches** |  |
| 4/30 |  |  |
| 5/2 | Review For Final Exam |  |