

## Marshall University

Course Title/Number	Honors in Speech Communication / CMM 104H
Semester/Year	Spring / 2016
Days/Time	T-TR / 9:30 – 10:45 AM
Location	SH 261
Instructor	Danny Ray
Office	SH 270
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Office/Hours	T, TR 8:30 – 9:30, 10:45 – 11:30, other times available by appointment
University Policies	By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to <a href="http://www.marshall.edu/academic-affairs">www.marshall.edu/academic-affairs</a> and clicking on “Marshall University Policies.” Or, you can access the policies directly by going to <a href="http://www.marshall.edu/academic-affairs/?page_id=802">http://www.marshall.edu/academic-affairs/?page_id=802</a> Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment

### Course Description: From Catalog

An accelerated course for selected freshmen and sophomores in fundamentals of communication, concepts and skills in verbal/nonverbal communication and listening.

The table below shows the following relationships: How each student learning outcomes will be practiced and assessed in the course.

<b>Course Student Learning Outcomes</b>	<b>How students will practice each outcome in this Course</b>	<b>How student achievement of each outcome will be assessed in this Course</b>
<i><b>Students will:</b></i> <i>Determine audience orientation toward the topic</i>	Lecture Classroom activities Audience evaluation survey Peer evaluations	Speech Proposals Preparation Outlines Oral Presentations Quizzes Exams
<i>Identify supporting material most relevant to the audience</i>	Lecture Classroom activities Peer evaluations	Supporting a Claim Creating an Argument Oral Presentations Preparation Outlines Quizzes Exams

<i>Recognize and adjust to nonverbal audience feedback</i>	Lecture Activities Peer evaluations	Oral Presentations Quizzes Exams
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**Students will learn to demonstrate critical thinking in the production and evaluation of communication events by**

<i>Differentiating between various types of evidence</i>	Lecture Classroom Activities	Supporting a Claim Oral Presentations Preparation Outlines Quizzes Exams
<i>Extrapolating valid claims from evidence</i>	Lecture Classroom Activities	Persuasive Speech Preparation Outlines Self-Evaluations Critical Listening Quizzes Exams
<i>Identifying and producing factual, value, and policy claims</i>	Lecture Classroom Activities	Persuasive Speech Preparation Outlines Critical Listening Quizzes Exams
<i>Identifying the types of reasoning that link evidence to claims</i>	Lecture Classroom Activities	Creating an Argument Persuasive Speech Preparation Outlines Critical Listening Self-Evaluations Quizzes Exams
<i>Identifying the limitations of evidence</i>	Lecture Classroom Activities	Creating an Argument Persuasive Speech Critical Listening Quizzes Exams
<i>Identifying weaknesses in argument and reasoning</i>	Lecture Classroom Activities Peer Evaluations	Creating an Argument Persuasive Speech Critical Listening Self-Evaluations Quizzes Exams
<i>Producing valid arguments</i>	Lecture Classroom Activities Peer Evaluations	Creating an Argument Persuasive Speech Critical Listening Self-Evaluations Quizzes Exams

**Students will produce organized informative and persuasive presentations by**

<i>Demonstrating the ability to capture audience attention,</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentations Preparation Outlines Self-Evaluations Critical Listening Quizzes Exams
<i>Stating the thesis and previewing their oral remarks,</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentations Preparation Outlines Self-Evaluations Critical Listening Quizzes Exams
<i>Using transitions and signposts to emphasize speech structure, and</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentations Preparation Outlines Self-Evaluations Critical Listening Quizzes Exams
<i>Concluding their remarks with a summary of the main points</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentations Preparation Outlines Self-Evaluations Critical Listening Quizzes Exams

**Students will develop effective extemporaneous speaking skills by**

<i>Maintaining eye contact with the audience while speaking</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentation Self-Evaluations Critical Listening Quizzes Exams
<i>Using gestures which complement the verbal message</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentation Self-Evaluations Critical Listening Quizzes Exams
<i>Speaking with varied vocal cues</i>	Lecture Classroom Activities Peer Evaluations	Oral Presentation Self-Evaluations Critical Listening Quizzes Exams

## Required Texts, Additional Reading, and Other Materials

1. Public Speaking Strategies for Success 7<sup>th</sup> Edition by David Zarefsky
2. Communication Studies 103 Student handbook by Kristine Greenwood

## Grading Policy

A = 90% – 100%	612 - 680
B= 80% – 89%	544 - 611
C= 70% – 79%	476 - 543
D= 60% - 69%	408 - 475
F= 0% - 59%	000 - 407

## Attendance Policy

Roll will be taken every day and you are expected to be in class and on time. If you have any unforeseen circumstances that prevent you from attending then it is your responsibility to inform me *ahead of time* if at all possible. Tardiness will not be tolerated. According to Student Affairs, a student must secure a University Excused Absence upon returning to class. This does not mean waiting two weeks and then expecting me to allow you to make-up the assignments that you missed. Be proactive. It is the responsibility of the student to request an opportunity to complete missed assignments. Students should be aware that excessive absences--whether excused or unexcused--may affect their ability to earn a passing grade. Regardless of the nature of the excused absence, the student is responsible for completing all coursework prior to the end of the semester.

## Class Participation

In order for you to demonstrate the skills necessary for this course, you will be required to participate in group activities. From time to time, it will be necessary for you to prepare for class on your own time. These activities will require you to complete assignments from your workbook. There will be an addition of 50 points for participation added to your total points accumulated for the semester. Failure to participate in class, with the completed assignments will result in the deduction of points from this category.

## Make-up Work

It is expected that you will turn in all work by the due date. If for some reason you need extra time then ask. Exceptions will be made on an individual basis. Exams and Speeches must be taken / delivered on the date that they are scheduled. Only a University Excused Absence will be considered in order for these items to be made up. Any assignments turned in late will be cut the amount of points equal to one letter grade. No email copies of assignments will be accepted unless a prior arrangement has been made and accepted by me. In order for you to achieve the objectives of this course; acquiring the skills to speak publicly; you must complete the oral performance of all speeches. Failure to meet this requirement will result in failing the course without exception.

## APA Style Formatting

All written work submitted in this class must adhere to the APA formatting guide as published by the American Psychological Association, which can be found here: <http://owl.english.purdue.edu/owl/resource/560/01/>. Failure to follow these guidelines may result in major point deductions per assignment.

### Speeches

All students are required to present themselves in a professional manner when delivering oral presentations. **All students are required to wear a suit during their presentation of the informative and persuasion speeches.** Failure to do so will result in the deduction of points.

### Exams

The final exam is the only exam this semester. It is comprehensive and will be delivered online.

### Extra Credit

Anyone who attends every class will receive 10 points extra credit. There may be, from time to time, extra credit given at the discretion of the instructor.

### Mutual Respect

Please treat each other with mutual respect. Hatred of any kind will not be tolerated. Our class is made up of a diverse population and it must be respected regardless of our differences. Embrace diversity!

### Cell Phones

Cell phones will not be tolerated in the classroom. Please put them out of view before class begins. I will confiscate them if it becomes an issue.

### Peer Feedback

It is important that you are a good audience member. You will be required to complete peer feedback forms for each oral presentation. If you are absent from class during your peer's oral presentation they will not be able to receive your feedback. Therefore, I will deduct points equal to one letter grade for each absence on days of these presentations. *If you are officially excused from class you will be required to write a 1 – 2 page paper to make up the lost points.*

### Quizzes

There will be five 25 question quizzes throughout the semester posted to MU Blackboard. There will be a brief window of opportunity for you to take these quizzes online. Generally you will be given two weeks to read the appropriate chapters before the quiz time expires, but there are exceptions. You will be given 45 minutes to take each quiz. The lowest quiz score of the five will be dropped from your final grade. My suggestion would be for you to read the textbook as these quizzes, for the most part, come directly from the text. I do not hate you. I am attempting to prepare you for the exams which come directly from the text and historically have been considered some of the most difficult exams given by the University.

## Course Schedule

Week	Date	Topic/Assignment	Reading
Week 1	January 12	Introduction	
	January 14	Chapter 1 – Welcome to Public Speaking <i>The Rhetorical Situation &amp; The Tell It Theory</i> Chapter 2 – Your First Speech	Chapters 1 - 3
Week 2	January 19	Chapter 3 – Presenting the Speech Communication Diary	
	January 21	<b>Introductory Speeches / 25 pts.</b>	
	January 23	<b>Quiz 1 / 25 pts.</b>	Chapters 1-3
Week 3	January 26	Chapter 4 – Listening Critically Chapter – 5 Analyzing Your Audience	Chapters 4 -5
	January 28	Chapter – 6 Choosing a Topic and Developing a Strategy, <i>Topics &amp; Purposes, APA</i>	Chapter 6
	January 30	<b>Quiz 2 / 25 pts.</b> <b>APA Quiz / 25 pts.</b>	Chapters 4-6
Week 4	February 2	Chapter 7 – Researching the Speech, <i>Types of Evidence</i> , Informative Speech Topics approved	Chapter 7
	February 4	Chapter 9 – Organizing the Speech: The Body <i>Coordination &amp; Subordination</i> Chapter 10 – Organizing the Speech: Introductions, Conclusions, and Transitions <i>Informative Speech Assignments Preparation</i>	Chapters 9 & 10
	February 6	<b>Quiz 3 / 25 pts.</b>	Chapters 7, 9-10
Week 5	February 9	Chapter 11 – Outlining the Speech <i>Scrambled Outline</i>	Chapter 11
	February 11	<b>Supporting a Claim / 25 pts.</b>	
Week 6	February 16	Chapter 13 – Informing Informative Speech preparation	Chapter 13
	February 18	Chapter 15 – Speaking with Visual Aids	
	February 13	<b>Quiz 4 / 25 pts.</b>	Chapters 11, 13, 15
Week 7	February 23	<b>Informative Speeches / 100 pts.</b> <b>Informative Outline / 50 pts</b>	
	February 25	Informative Speeches Continued	
Week 8	March 1	Informative Speeches Continued	
	March 3	Informative Speeches Continued	
Week 9	March 8	Chapter 8 – Reasoning <i>Writing Valid Arguments</i> <b>Informative Speech Self Analysis / 15 pts.</b>	Chapter 8
	March 10	Chapter 8 –continued <i>Identify the Type of Claim</i> <i>Making Inferences</i> <i>What's My Fallacy?</i>	

Week 10	March 15	Persuasion Speech topics approved, <i>Persuasion Speech Assignments Preparation</i>	
	March 17	<i>Class is Cancelled Pi Kappa Delta Nationals</i>	
Week 11		<i>SPRING BREAK</i>	
Week 12	March 29	Chapter 14 – Persuading Chapter 12 – Achieving Style Through Language <i>Language Style</i> <i>Language and Precision</i> <b>Creating an Argument / 25 pts.</b>	Chapters 14 & 12
	March 31	Persuasion Speech preparation	
Week 13	April 5	<b>Persuasive Speeches / 100 pts.</b> <b>Persuasive Speech Outline / 50 pts.</b>	
	April 7	Persuasive Speeches continued	
Week 14	April 12	Persuasive Speeches continued	
	April 14	<i>No Class NFA Nationals</i>	
Week 15	April 19	Chapter 16 – Occasions for Public Speaking	Chapter 16
	April 21	Persuasive Speeches continued	
	April 23	<b>Quiz 5 / 25 pts.</b>	
Week 16	April 26	<b>Ceremonial Speeches / 25 pts.</b> <b>Persuasion Speech Self Analysis / 15 pts.</b>	
	April 28	<b>Final Exam Review</b>	
Week 17	May 3	<b>Impromptu Speeches / 25 pts.</b>	Comprehensive
	May 4	<b>Final Exam Due by 11:59 pm</b>	

## Grades

Type of Assignment	Title of Assignment	Points
Speeches / 275	Introductory Speech	25
	Informative Speech	100
	Persuasive Speech	100
	Ceremonial Speech	25
	Impromptu Speech	25
Written / 130	Supporting a Claim	25
	Informative Outline	50
	Informative Self Analysis	15
	Creating An Argument	25
	Persuasion Self Analysis	15
Exams & Quizzes / 225	Quiz 1	25
	Quiz 2	25
	Quiz 3	25
	Quiz 4	25
	Quiz 5 (Drop lowest Quiz 1-5)	25
	APA Quiz	25
	Final Exam	100
Other / 50	Participation	50

This is the only paper copy of this syllabus you will receive. If other copies are needed you may print it from MU online. If you need coaching, assistance or advice do not hesitate to ask for an appointment. I am willing to help as much as I can. Good Luck with the class, the semester, and college! Go Herd!



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