

Communication 2110 – Public Speaking

MEETING TIME: M/W/F 9:10-10:05 a.m. or 11:30 a.m.-12:25 p.m.; T/R 9:35-10:55 a.m. or 12:45-2:05 p.m.

INSTRUCTOR: Tonya Forsythe, M.S.

PHONE: 614-949-7737 cell (call or text)

OFFICE HOURS: M/W 10:15-11:15 a.m. and T/R 11:15 a.m.-12:15 p.m.

OFFICE: Journalism Building #319

REQUIRED TEXT AND MATERIALS:

E-MAIL: forsythe.74@osu.edu

Lucas, Stephen E. The Art of Public Speaking, 11th edition. New York: McGraw-Hill, 2012

DESCRIPTION OF COURSE:

Emphasis is placed on both verbal and nonverbal aspects of public speaking. Individual presentations, including at least three major speeches, are required.

GOALS OF COURSE:

- Students should demonstrate basic oral communication skills necessary for functioning effectively in the classroom and ultimately taking them into the workplace for participation as a competent citizen.
- Students should gain an appreciation for the oral communication process by understanding the importance of the speaker-audience situation and learning basic strategies for effectively communicating and overcoming potential obstacles in the speaking situation.
- Students should develop critical thinking skills and active listening skills by learning to listen to others and how they are most influenced.
- Students will have the opportunity to maximize leadership skills that can be practiced in formal speaking situations. Attention will also be given to speech anxiety, organization, library research, persuasion, audience analysis and credibility.
- Students will gain technology experience from learning to make a presentation with PowerPoint.

GRADING SCALE:

A	93-100%	B	83-86%	C	73-76%	D	60-66%
A-	90-92%	B-	80-82%	C-	70-72%	E	Below 60%
B+	87-89%	C+	77-79%	D+	67-69%		

METHODS OF EVALUATION:

<i>Introduction Speech</i>	2.5% (10 Points)
Use an object or word to introduce yourself. (1-3 minutes)	
<i>Informative Speech</i>	15% (60 Points)
The speaker gives NEW information to the audience on a non-controversial topic. The speech creates awareness of your subject for the audience. (3-5 minutes)	
<i>Demonstration Speech</i>	20% (80 Points)
The speaker delivers a how-to speech. Your role is that of an instructor. (3-5 minutes)	
<i>Persuasive Speech</i>	25% (100 Points)
The speaker persuades the class members to change their behavior, attitudes or beliefs. (6-8 minutes)	
<i>Tests (2 worth 50 points each)</i>	25% (100 Points)
<i>Quizzes (4 pop quizzes worth 10 points each, lowest score dropped)</i>	7.5% (30 Points)
<i>Variable Points (impromptu speeches, in-class exercises, and attendance)</i>	5% (20 Points)
TOTAL	400 POINTS

COURSE POLICIES:

Attendance and Participation

Regular attendance is essential to being successful in public speaking. ACTIVE participation in class discussion and exercises is expected. Absences due to medical concerns will be excused with appropriate documentation, provided the documentation is submitted **within one week** of the absence.

Quizzes and Variable points

Four (4) pop quizzes will be given. The lowest quiz grade will be dropped. **No makeup quizzes will be allowed.** Also, 20 variable points from impromptu speeches, in-class activities, and random attendance will be given throughout the semester. **Variable points cannot be made up without a doctor's excuse.**

Course Content and Test

Please complete the reading assignments by the assigned date. The tests are designed to give both a sound theoretical foundation and practical skills for speechmaking. To complete assignments correctly and to perform well on tests, it is essential that you read the text. **No makeup tests will be allowed without a doctor's excuse.**

Speech Performances

The instructor will announce in advance the schedule for each speaking assignment. Speeches must be given on time. All speeches must be delivered before an audience (the class). **Requests to move your speech date must be made ONE WEEK prior to your scheduled speech date. Late and unexcused speeches will receive a 20% grade penalty and will only be heard if time permits.** To accommodate all students, it is vital that you be ready to speak when you are scheduled. **Instructors are under no obligation to allow make-up speeches.**

Cell Phone and Laptops

Cell phones and pagers must be turned off. It is your responsibility to remember to turn these devices off before class begins. Laptops may be used to take notes during lectures. Students are not to be surfing the web or updating their social media sites. Laptops are to be turned off during all speeches.

Plagiarism

Speeches are to be individually developed. Using another person's speech or using large verbatim sections of information from the work of another will be considered plagiarism. Students who have plagiarized will be reported to the Dean and penalized. The penalty is severe. A grade of zero will be given for the assignment, and possibly failure of the entire course. If unsure, give credit to your source.

Academic Misconduct

"It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term 'academic misconduct' includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct (http://studentaffairs.osu.edu/info_for_students/csc.asp)."

Disability Services

"Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated, and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone 292-3307; TDD 292-0901; <http://www.ods.ohio-state.edu/>."

Spring 2016 Semester Schedule

Monday/Wednesday/Friday Classes

Week	Date	Topic	Chapter
1	1.11.16	Welcome and Introduction	
	1.13.16	Speaking in Public	1
	1.15.16	Ethics and Public Speaking	2
2	1.18.16	NO CLASS – MLK DAY	
	1.20.16	Listening	3
	1.22.16	Giving Your First Speech	4
3	1.25.16	Introduction Speeches	
	1.27.16	Introduction Speeches	
	1.29.16	Speaking on Special Occasions	18
4	2.1.16	Selecting a Topic and Purpose	5
	2.3.16	Analyzing the Audience	6
	2.5.16	Organizing the Body of the Speech	9
5	2.8.16	Beginning and Ending the Speech	10
	2.10.16	Outlining the Speech; Speaking to Inform	11, 15
	2.12.16	Gathering Materials	7
6	2.15.16	Supporting Your Ideas	8
	2.17.16	Speech Practice Day	
	2.19.16	Test 1 (CH 1-11, 15, 18)	
7	2.22.16	Informative Speeches	
	2.24.16	Informative Speeches	
	2.26.16	Informative Speeches	
8	2.29.16	Informative Speeches	
	3.2.16	How to Deliver a How-To Speech	
	3.4.16	Using Language	12
9	3.7.16	Delivery	13
	3.9.16	Using Visual Aids	14
	3.11.16	Demo speech topic meetings	
10	3.14.16	NO CLASS – SPRING BREAK	
	3.16.16	NO CLASS – SPRING BREAK	
	3.18.16	NO CLASS – SPRING BREAK	
11	3.21.16	Speaking in Small Groups	19
	3.23.16	Demonstration Speeches	
	3.25.16	Demonstration Speeches	
12	3.28.16	Demonstration Speeches	
	3.30.16	Demonstration Speeches	
	4.1.16	Persuasive speech topic meetings	
13	4.4.16	Speaking to Persuade	16
	4.6.16	Methods of Persuasion	17
	4.8.16	Test 2 (CH 12-14, 16, 17, 19)	
14	4.11.16	Persuasive Speeches	
	4.13.16	Persuasive Speeches	
	4.15.16	Persuasive Speeches	
15	4.18.16	Persuasive Speeches	
	4.20.16	Persuasive Speeches	
	4.22.16	Persuasive Speeches	
16	4.25.16	Overflow speech day	

Spring Semester Schedule

Tuesday/Thursday Classes

Week	Date	Topic	Chapter
1	1.12.16	Welcome and Introduction	
	1.14.16	Speaking in Public; Ethics and Public Speaking	1, 2
2	1.19.16	Listening	3
	1.21.16	Giving Your First Speech; Speaking on Special Occasions	4, 18
3	1.26.16	Introduction Speeches	
	1.28.16	Introduction Speeches	
4	2.2.16	Selecting a Topic and Purpose; Analyzing the Audience	5, 6
	2.4.16	Organizing the Body of the Speech; Beginning and Ending the Speech	9, 10
5	2.9.16	Outlining the Speech; Speaking to Inform	11, 15
	2.11.16	Gathering Materials, Supporting Your Ideas	7, 8
6	2.16.16	Test 1 (CH 1-11, 15, 18)	
	2.18.16	Informative Speeches	
7	2.23.16	Informative Speeches	
	2.25.16	Informative Speeches	
8	3.1.16	How to Deliver a How-To Speech	
	3.3.16	Using Language	12
9	3.8.16	Delivery; Using Visual Aids	13, 14
	3.10.16	Demo speech topic meetings	
10	3.15.16	NO CLASS – SPRING BREAK	
	3.17.16	NO CLASS – SPRING BREAK	
11	3.22.16	Demonstration Speeches	
	3.24.16	Demonstration Speeches	
12	3.29.16	Demonstration Speeches	
	3.31.16	Speaking to Persuade; Speaking in Small Groups	16, 19
13	4.5.16	Methods of Persuasion	17
	4.7.16	Test 2 (CH 12-14, 16, 17, 19); Persuasive speech topic meetings	
14	4.12.16	Persuasive Speeches	
	4.14.16	Persuasive Speeches	
15	4.19.16	Persuasive Speeches	
	4.21.16	Persuasive Speeches	