

Communication 2110 – Public Speaking

Subject to change – Please check Canvas announcements regularly for potential updates

MEETING TIME: T/R 9:35-10:55 a.m.; 12:45-2:05 p.m. or 2:20-3:40 p.m. Some days will have online activities only.

INSTRUCTOR: Tonya Forsythe, M.S.

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

OFFICE HOURS: W 10:15-11:45 a.m. and T/R 11:15 a.m.-12:30 p.m.

OFFICE: Journalism Building #319

REQUIRED TEXT AND MATERIALS:

E-MAIL: forsythe.74@osu.edu

Lucas, Stephen E. The Art of Public Speaking, 12th edition. New York: McGraw-Hill, ISBN# 9781259955051

COURSE DESCRIPTION:

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

From the catalog: A course in critical thinking and public speaking; how to analyze and organize information for oral presentations; basic public speaking for majors and non-majors.

EXPECTED LEARNING OUTCOMES:

As a result of this course, the student will:

1. Demonstrate basic oral communication skills necessary for functioning effectively in the classroom and workplace as a competent citizen.
-Comm 2110 fulfills this requirement by providing instruction on how to deliver effective speeches. Students will prepare, practice and deliver at least three speeches throughout the semester.
2. Understand the importance of the speaker-audience situation and apply basic strategies for effectively communicating and overcoming potential obstacles in the speaking situation.
-Comm 2110 fulfills this requirement by providing instruction on how to connect with specific audiences. Speech examples will be analyzed in the classroom. Students will be instructed on how to handle typical and difficult speaking situations.
3. Develop critical thinking skills and active listening skills by learning to listen to others and how they are most influenced.
-Comm 2110 fulfills this requirement by students serving as the audience for peer speeches. Instruction on how to become effective listeners will be provided.
4. Maximize leadership skills that can be practiced in formal speaking situations.
-Comm 2110 fulfills this requirement by providing instruction on leadership styles and conduct within a small group setting.
5. Develop strategies to address speech anxiety, organization, library research, persuasion, audience analysis and credibility.
-Comm 2110 fulfills this requirement by providing instruction on reducing anxiety, learning how to effectively organize a speech, researching topics, analyzing an audience, and speaking with credibility. Students will prepare, practice and delivery at least three speeches throughout the semester.
6. Gain technology experience from learning to make a presentation with PowerPoint.
-Comm 2110 fulfills this learning outcome by requiring the use of presentation software, such as PowerPoint, for at least one of the major speeches.

GRADING SCALE:

A	93-100% (370-400)	B-	80-82% (318-329)	D+	67-69% (266-277)
A-	90-92% (358-369)	C+	77-79% (306-317)	D	60-66% (238-265)
B+	87-89% (346-357)	C	73-76% (290-305)	E	Below 60% (237 and below)
B	83-86% (330-345)	C-	70-72% (278-289)		

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. (3-4 minutes)	
<i>Demonstration Speech</i>	20% (80 Points)
The speaker delivers a how-to speech. Your role is that of an instructor. (3-4 minutes)	
<i>Persuasive Speech</i>	25% (100 Points)
The speaker persuades the class members to change their behavior, attitudes, or beliefs. (4-5 minutes)	
<i>Tests (2 worth 50 points each) – Online via Canvas</i>	25% (100 Points)
<i>Online activities</i>	11.5% (45 Points)
<i>Variable Points (impromptu speeches or random attendance)</i>	1% (5 Points)
TOTAL	400 POINTS

COURSE POLICIES:

Attendance and Participation

Some classes will be online. They are listed clearly on the course schedule on the next page of the syllabus.

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.

Online activities and Variable points

Online activities will be due by midnight on the date listed. **Late submissions will not be accepted.** Variable points are from impromptu speeches. **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 must be on silent. 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 or 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 Integrity Policy

“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).”

Diversity Statement

The School of Communication at The Ohio State University embraces and maintains an environment that respects diverse traditions, heritages, experiences, and people. Our commitment to diversity moves beyond mere tolerance to recognizing, understanding, and welcoming the contributions of diverse groups and the value group members possess as individuals. In our School, the faculty, students, and staff are dedicated to building a tradition of diversity with principles of equal opportunity, personal respect, and the intellectual interests of those who comprise diverse cultures.

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 Student Life Disability Services office is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 614-292-3307; VRS 614-429-1334; <http://www.ods.ohio-state.edu/>.”

Spring 2017 Semester Schedule

Tuesday/Thursday Classes

Week	Date	Topic	Chapter
1	1.10	Welcome and Introduction; Speaking in Public	1
	1.12	Listening; Special Occasions	3, 18
2	1.17	Listening; Special Occasions - ONLINE ACTIVITIES 1 & 2 DUE	3, 18
	1.19	Ethics and Public Speaking; Giving Your First Speech	2, 4
3	1.24	Introduction Speeches	
	1.26	Introduction Speeches	
4	1.31	Selecting a Topic and Purpose; Analyzing the Audience	5, 6
	2.2	Organizing the Body of the Speech; Beginning and Ending the Speech	9, 10
5	2.7	Analyzing the Audience - ONLINE ACTIVITIES 3 & 4 DUE	6, 9
	2.9	Outlining the Speech; Speaking to Inform	11, 15
6	2.14	Gathering Materials, Supporting Your Ideas; Speaking in Small Groups	7, 8, 19
	2.16	Informative Speeches; preparation outline hard copy due on speech day	
7	2.21	Informative Speeches; preparation outline hard copy due on speech day	
	2.23	Informative Speeches; preparation outline hard copy due on speech day	
8	2.28	ONLINE: Test 1 (CH 1-11, 15, 18); on Canvas – open 8 a.m. to 11:59 p.m. ONLINE ACTIVITY 5 DUE	
	3.2	How to Deliver a How-To Speech; Delivery	13
9	3.7	Using Visual Aids	14
	3.9	Using Visual Aids - ONLINE ACTIVITIES 6 & 7 DUE	13, 14
10	3.14	NO CLASS – SPRING BREAK	
	3.16	NO CLASS – SPRING BREAK	
11	3.21	Using Language; ONLINE ACTIVITY 8 DUE	12
	3.23	Demonstration Speeches	
12	3.28	Demonstration Speeches	
	3.30	Demonstration Speeches	
13	4.4	Methods of Persuasion	16
	4.6	Speaking to Persuade	17
14	4.11	ONLINE: Test 2 (CH 12-14, 16, 17, 19); on Canvas – open 8 a.m. to 11:59 p.m. ONLINE ACTIVITY 9 DUE	
	4.13	Persuasive Speeches	
15	4.18	Persuasive Speeches	
	4.20	Persuasive Speeches	
FINAL	4.27	ONLINE ACTIVITY 10 DUE by 11:59 p.m.	