HU2830: Introduction to Speech Communication  
Syllabus Summer 2012 B Track  
Monday-Thursday 11:05-12:20 p.m. Walker Rm 143

COURSE INTRODUCTION  
Instructor: Amanda K. Girard  
Office: Walker Rm 146  
Office Hours: 9:30-11a.m. Mon/Wed  
Office Phone: 906-487-0930  
Email Address: akgirard@mtu.edu (Best method of contact)

Required Texts  

COURSE OVERVIEW:  
Course Purpose: HU2830 introduces the diversity of perspectives in speech communication with emphasis on public speaking. Topics will include the nature of the public sphere, co-cultural contexts, speaking anxiety, conventional and non-Western models of structure and evidence, and speaking/listening competencies.

Course Objectives  
This course will help you improve your speaking confidence and competence by:  
- Providing strategies for writing, organizing, and delivering speeches  
- Allowing unique speaking situations to practice developing your skills  
- Helping you adapt your speaking to different audiences with different cultural contexts  
- Helping you analyze and assess your own speaking abilities  
- Assisting you in understanding and utilizing a variety of argumentation styles and structures  
- Giving you practice integrating presentation technologies into speaking situations

Major Projects  
**Introductory Speech:** Introduce yourself to the class by explaining how a person, event or other cultural phenomena have made a difference in your life.  
**Impromptu Speech:** Deliver a speech based on a situational circumstance. Focus on delivery methods by using variations in pace, pitch, and volume in order to interest your audience in your story.  
**Rhetorical Analysis:** Analyze a speech based on Aristotle’s appeals and present your analysis to the class as an informative speech that includes visual and audio support.  
**Persuasive Speech:** Research, prepare, and present a major argument. Pay particular attention to organizational strategies. Incorporate a wide variety of support, including visual argumentation and researched evidence.
Grading Scale

<table>
<thead>
<tr>
<th>Speeches</th>
<th>Process Work</th>
<th>Total Points: 1000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductory</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Impromptu</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>Informative</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Persuasive</td>
<td>250</td>
<td></td>
</tr>
</tbody>
</table>

Important: Students automatically earn an “F” in this course if any of the major speeches are not delivered.

Grade Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score Range</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>1000-930</td>
</tr>
<tr>
<td>A/B</td>
<td>880-929</td>
</tr>
<tr>
<td>B/C</td>
<td>780-829</td>
</tr>
<tr>
<td>C</td>
<td>730-779</td>
</tr>
<tr>
<td>D</td>
<td>600-679</td>
</tr>
<tr>
<td>F</td>
<td>590 or below</td>
</tr>
<tr>
<td>C/D</td>
<td>680-729</td>
</tr>
</tbody>
</table>

Grading: This course consists of four major speeches worth the majority of your final grade, three quizzes, homework, in-class assignments, peer response, and a portfolio. Some things to know about grading:

- All grades are final and non-negotiable. However, the instructor will be happy to discuss the reasons an assignment earned a specific grade if the student comes to office hours or makes an appointment. Before making such an appointment, students should carefully and completely read the comments on a particular assignment.
- Students should expect grades to be returned no sooner than TWO WEEKS from the due date.
- All student grades are posted on Canvas. Students are responsible for keeping track of their grade in the course via this tool.

Course Policies

Submission of Assignments:

- All process work (peer reviews, rough drafts, summaries, notes, outlines, etc.) for your speech must be submitted on the day of your speech in a two pocket folder and clearly marked.
- If you present a speech without submitting process work, it will not be graded and will be considered an incomplete submission. You then have 48 hours to turn in any missing process work.
- Because each major writing project builds on previous work, students must complete and turn in each major writing project to have an opportunity to pass this course.
- I will accept any assignment early. However, I do not accept late work.
- If you miss class, you cannot make up the missed in class activities and I do not re-teach class during my office hours.
In case of emergency, you may request an extension of the due date for one of the speeches. To do this, you must write a formal request explaining why you need an extension and proposing a new due date (usually within the next day or two). You must bring this request to me in person (if at all possible) on or before the day of your scheduled presentation along with any evidence of your unfortunate circumstance (i.e. doctor’s note, funeral program, etc.). I reserve the right to deny your request, but if you are granted an extension then your speech will not be considered “late.”

Process Work: This is the portion of your grade that includes all writing except for the presentation. For example any writing exercise that you turn in during class, any rough drafts, summaries, peer reviews, required pre-writing, etc. is part of your process work grade. In order to engage in the writing process, you are expected to read all assigned materials before class, complete all assignments on time, engage in discussion and group activities, respect yourself, your peers, and our work.

Attendance: This is not a lecture course. Therefore, your attendance and full, active participation is essential to both your own success in this course and the success of the class as a whole. Daily activities will typically include such things as group work, presentations, in-class writing, listening activities, and class discussions. Through these activities, we can learn from one another and we can learn how to build upon our strengths as writers. Your attendance is essential to this class because this class is conducted as a workshop. Failure to participate in group activities or turn in assignments not only affects you, but others in this classroom. Therefore, you must inform me via student email prior to any absence.

Tardiness (Lateness): Students who miss more than five minutes of class will be counted absent for the day. The instructor makes no distinction between late, absent, or a need to leave early. Class always begins exactly on time. It is best if students plan to arrive at least three minutes BEFORE class and plan to attend the whole class period. No exceptions to this rule.

Cell Phone & Laptop Policy:
• Students are expected to put their cell phone ringers on vibrate or “off” during class time. Students with ringing cell phones will be asked to relinquish the phone for the remainder of the class time and/or to leave class.
• No texting or using phones for looking up information on the internet during class. Any student caught texting for any reason during class will be asked to relinquish the phone for the remainder of the class time and/or to leave class.
• If a student absolutely must take a call during class time, the student should tell the instructor before class begins and leave class to take the call.
• Students may bring laptops to class, but may only use the laptop for class purposes while in class. If a student is using his or her laptop to facebook, shop, etc. during class then the student must leave class that day and may never bring his or her laptop to class again.

Digital Backup Policy: Students are responsible for keeping their own digital backups of work they do for this course. Students are strongly encouraged to use a variety of backup methods for keeping track of their work (there are several free services that allow students to do this online, like Google Documents). Students are very strongly discouraged from saving their work on public computers. Lost digital files do not count as an emergency and are NOT an excuse for late
work.

**Paper Backup Policy:** Students are expected to keep paper copies of all the work they do in this class, including all peer review assignments, drafts, instructor responses, final drafts, etc. Students should NOT throw away any work they do for this class until the semester is over.

**In-Class Behavior Policy:** Any student in class whose behavior regularly interferes with the instructor’s ability to conduct the class and foster student learning, or who exhibits a behavior so outrageous as to severely impede the conduct of a class, will be asked to leave.

**Canvas:** Students are required to visit Canvas regularly because essay selections, notes, quizzes, assignments and announcements will be posted on Canvas. To access the site, you will need your MTU ID and password.

**University Policies**

Plagiarism and cheating are serious academic offenses. They are defined by this policy as “knowingly coping another’s work or ideas and calling them one’s own or not giving proper credit or citation,” and this policy covers copying sections or entire papers from printed or electronic sources as well as handing in papers written by students for other classes or purchasing papers from printed or electronic sources as well as handing in papers written by students for other classes or purchasing academic paper. Plagiarism and cheating not only are dishonest but cheat you out of learning, the prime reason you are here. If you have questions about this issue, please consult your instructor or a coach in the Multiliteracies Center (487-2007).

**MTU’s Policy on Discrimination and Harassment**

MTU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act (ADA) of 1990. If you have a disability and need accommodation for equal access to education and services at MTU, please call Dr. Giorai Melton, Dean of Students (487-2212). For other concerns about discrimination, you may contact your advisor, department chair, or the Affirmative Action Office (487-3310). Please familiarize yourself with the following university statements and resources:

- **Academic Integrity:** [http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html](http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html)
- **Affirmative Action:** [http://www.admin.mtu.edu/aao/](http://www.admin.mtu.edu/aao/)
- **Disability Services:** [http://www.admin.mtu.edu/urel/studenthandbook/student_services.html#disability](http://www.admin.mtu.edu/urel/studenthandbook/student_services.html#disability)

**Please Note:** This syllabus and course calendar are subject to change at any time based on the instructor’s discretion and needs of the class.
Week 1: June 25-28

**M Jun 25:** Introduction to course. Discuss syllabus, calendar, and complete fish bowl activity.
**Homework:** Read Chapter 1 “Public Speaking and Culture”

**T Jun 26:** Discuss why public speaking is important. Review Introductory Speech assignment.
**Homework:** Read Chapter 2 “Giving Your First Speech”

**W Jun 27:** Review Cicero’s cannons and address speaking concerns. Speech sign up.
**Homework:** Read Chapter 6 “Audience Analysis”

**Th Jun 28:** Discuss organization of a speech, audience appeals, and outlines.
**Homework:** Read Chapter 3 “Ethics in a Diverse Society” and Appendix C “Sample Speeches—Narrative Speeches—Self-Introduction” Write a rough outline of your introductory speech and bring 2 copies to class on Monday.

Week 2: July 2-5

**M Jul 2:** Peer review outlines, discuss peer review during speeches, and listening.
**Homework:** Prepare and practice speech. Read Chapter 4 “Effective Listening”

**T Jul 3:** Speech Day—Process work due!
**Homework:** Study for quiz 1.

**W Jul 4:** No Class—Independence Day Recess

**Th Jul 5:** Quiz day (cht. 1-4 and 6)

Week 3: July 9-12

**M Jul 9:** Listening exercises.
**Homework:** Read Chapter 15 “Telling Narratives”

**T Jul 10:** Watch “Randy Pausch’s Last Lecture: Achieving your Childhood Dreams”
**Homework:** Complete Worksheet. Read Appendix B “Speaking on Special Occasions”

**W Jul 11:** Discuss “Last Lecture” and Impromptu Speech.
**Homework:** Read Chapter 11 “Outlining Your Speech”

**Th Jul 12:** In class group activity (you may want to bring your laptop).
**Homework:** Read Chapter 9 “Organizing Your Main Points” and Chapter 14 “Delivering Your Speech”
Week 4: July 16-19
M Jul 16: Impromptu Speech Day
Homework: Study for Quiz

T July 17: Quiz 2 (cht. 15, 11, 9, and 14)

W July 18: Introduction to American rhetoric.com and short analysis assignment.
Homework: Complete Analysis assignment. Read Chapter 16 “Informative Speaking”

Th July 19: Discuss Informative speech and rhetorical analysis.
Homework: Read Chapter 17 “Foundations of Persuasion” and Chapter 18 “Persuasive Speaking”

Week 5: July 23-26
Homework: Find ad for your speech. Read Chapter 13 “Presentation Aids” Complete logical fallacy activity.

T Jul 24: In class Group ad activity. Discuss logical fallacies and speech preparation.
Homework: Prepare Speech.

W Jul 25: Informative Speech Day

Th Jul 26: Informative Speech Day

Week 6: July 30-Aug 2
M Jul 30: Informative Speech Day
Homework: Study for the Quiz

T Jul 31: Quiz 3 (cht. 16, 17, 18, and 13)


Th Aug 2: Watch Thank You for Smoking.
Homework: Complete Thank You for Smoking worksheet. Consider topics for your speech. Bring 3 possible topics with a rough outline of each to class on Monday.

Week 7: Aug 6-9
M Aug 6: Discuss Speeches/Peer Review.
Homework: Prepare Speech

T Aug 7: Persuasive Speech Day

W Aug 8: Persuasive Speech Day

Th Aug 9: Persuasive Speech Day