

COMM1: Introduction to Public Speaking: Section 0426: Ahern M

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Comm 1, Intro to Public Speaking Section 0416 - Course Syllabus

Course Description

The objective of this class is to increase the student's public speaking skills. This is a performance-oriented class. Students will be expected to get involved in all exercises, either as speakers or audience members. [See [Course Information Page \(https://portal.santarosa.edu/SRWeb/SR_SectionInformation.aspx?Semester=20217&Section=0416\)](https://portal.santarosa.edu/SRWeb/SR_SectionInformation.aspx?Semester=20217&Section=0416) for details.] You will die eventually but not in this class while giving a speech. If you expire in this class, it will be during a lecture.

Student Learning Outcomes

See [Course Outline of Record \(https://portal.santarosa.edu/SRWeb/SR_CourseOutlines.aspx?Semester=20217&CVID=48607\)](https://portal.santarosa.edu/SRWeb/SR_CourseOutlines.aspx?Semester=20217&CVID=48607) for the Student Learning Outcomes.

Class Meetings

We will have synchronous meetings which are required at the times and dates as specified in the Schedule of Classes. Most material and activities will not be offered asynchronously, meaning students cannot access them anytime. If you miss a class, get notes from a class mate.

Instructor Contact

Michael Ahern

Email: mahern@santarosa.edu (<mailto:mahern@santarosa.edu>)

Phone: (707) 217-9791

Office Hours: Tuesday, 12-12:30 and by appointment through Zoom or phone.

I usually respond to emails with 48 hours.

Course Web Site

Students will use the Canvas course web site for assignment instructions, submitting assignments, viewing classmate's work, sharing resources, and/or viewing grades.

Announcements

I may use Canvas Announcements for urgent and important messages, so I strongly suggest that you set your Canvas notification preferences for Announcement to "Notify me right away." See these Canvas help resources:

- [Notification Preferences \(Video\) \(https://community.canvaslms.com/videos/1072-notification-preferences-all-users\)](https://community.canvaslms.com/videos/1072-notification-preferences-all-users)
- [How do I add contact methods to receive Canvas notifications as a student? \(https://community.canvaslms.com/docs/DOC-10593-4212710335\)](https://community.canvaslms.com/docs/DOC-10593-4212710335)
- [How do I set my Canvas notification preferences as a student? \(https://community.canvaslms.com/docs/DOC-10624-4212710344\)](https://community.canvaslms.com/docs/DOC-10624-4212710344)

Textbook

We will be using an open source text book as follows:

[Exploring Public Speaking: The Open Educational Resource College Public Speaking Textbook Version 4.1 \(2020\) \(https://static1.squarespace.com/static/5d3675db5281d70001067e60/t/5f2cd3b73ef4bf45454ef59e/1596773310064/Exploring+Public+Speaking+4_1.pdf\)](https://static1.squarespace.com/static/5d3675db5281d70001067e60/t/5f2cd3b73ef4bf45454ef59e/1596773310064/Exploring+Public+Speaking+4_1.pdf)

You can download it to your favored device.

Required Software

You will need the following software for this course in addition to access to Zoom:

- [Adobe Reader](http://get.adobe.com/reader/) [\(http://get.adobe.com/reader/\)](http://get.adobe.com/reader/)
- [Open Office](https://www.openoffice.org/download/index.html) [\(https://www.openoffice.org/download/index.html\)](https://www.openoffice.org/download/index.html)

Important Dates

Day Class Begins: August 17, 2021

Day Class Ends: December 15, 2021

Last Day to Add without instructor's approval: August 22, 2021

Last Day to Drop with refund: August 29, 2021

Last Day to Add with instructor's approval: September 5, 2021

Last Day to Drop without a 'W' symbol: September 5, 2021

Last Day to Opt for Pass/No Pass: September 26, 2021

Last Day to Drop with a 'W' symbol: November 14, 2021

Dropping the Class

If you decide to discontinue this course, it is your responsibility to officially drop it to avoid getting no refund (after 10% of course length), a W symbol (after 20%), or a grade (after 60%). Also, for several consecutive, unexplained absences, I may drop a student.

Pass-NoPass (P/NP)

You may take this class P/NP. You must decide before the deadline, and add the option online with TLC or file the P/NP form with Admissions and Records. With a grade of C or better, you will get P.

You must file for the P/NP option by **September 26, 2021**. Once you decide to go for P/NP, you cannot change back to a letter grade. If you are taking this course as part of a certificate program, you can probably still take the class P/NP. Check with a counselor to be sure.

Attendance

Students who do not log-in to an online class before the end of the first the week will be dropped from the class. It is strongly advised that if you need to miss more than one class/homework deadline in a row that you contact me to avoid being dropped from the class. As a note, SRJC policy now allows me to drop any student who misses more than 10% of the class. Students that do not attend the 2nd class meeting will be dropped from the class roster unless they notify me that they want remain in class prior to the 2nd class meeting.

Class participation is essential to really grasp the material (repetition is the key to education). Students will lose one H for every role call missed (class assignments are still due). Students can log on late for a tardy but must notify me before the end of the class to get the absence changed to a tardy. Two tardies lead to a loss of one H. Students begin with three extra credit/participation H's and go down from there. Thus, students can receive as many as 13Hs for attendance. I'm likely to drop a student missing too many classes but it is an individual student's responsibility to drop. Students who know that they cannot attend any particular class, should make sure that they do not sign up for speeches on that day. Students may arrange to give their speeches on the class before or following the normal speech day, depending on the schedule and subject to my (possibly unreasonable) discretion. In addition, class participation will help the "bubble" students (students almost getting a grade but being one H short). I grade class participation on a purely subjective basis. If you attend all classes and participate in discussions, ask questions or otherwise help the class to progress, I will help you over the bubble. I also give "bubble" credit for improvement. Get better and you may be helped over a bubble. Bottom line, attending class is good.

Rather than long lectures, I discuss the material quickly and critique your graded and practice speeches to apply the theory to what we just watched. Thus, you **must** read the text and **listen** to me for the directions of what I want you to accomplish in your speeches. Note that the class is substantially front loaded on theory; the bulk of the reading is due before the 10th week of class. Plan accordingly!

Late Policy

All speech outlines with the final bibliographies are due during or before class on the date assigned for each student's speech. "Initial Bibliographies" are due before class on the due date below. I make no distinction between excused and unexcused absences except as required by law. Late speeches will receive a reduction in grading equal to the organization grade for the speech. Late speeches may have to be scheduled outside of class without an audience.

Exams

There will be three out of class quizzes. The material comes from the textbook, class lectures and supplemental materials. If any exam is missed, a -H will be recorded as the score and **it cannot be made up**.

Grading Policy

Visit the "Grades" in Canvas to keep track of your grades. I try to grade once a week and post grades and comments on the online Canvas gradebook.

Grades will be assigned as follows:

A	90%	90 points or more
B	80%	80 to 89 points
C	70%	70to 79 points
D	60%	60 to 69 points

If taking Pass/No Pass you need at least 70% of the total class points and complete two Module Quizzes and all five speeches to pass the class.

I have done away with the point scheme that you might have encountered in my prior classes or you might encounter in other classes.

Essentially, there are numerous assignments due during the course of the semester, each with a certain number of slots available. Unless otherwise indicated, the possible grades to fill the slots are HHH+ (Highest Honors), HH (Double Honors), H (Honors), NP (Not Pass) Z (Zero). There are 100Hs possible counting extra credit. Notes on "H" grading [explained more in class on the first day]:

H: A single H is given if students demonstrate a basic understanding of the material and some effort toward the exercise, organize their material, provide evidence when relevant or be confident. A lack of effort or attempt will result in an Z (-1 to 3Hs). NP [0] is for bravery, showing up unprepared but doing it anyway. You might not get credit but you won't lose any hard earned Hs.

HH: To receive an HH, a student must demonstrate a clear understanding and application of one concept [do something really well; not doing other issues "really well" does not impair the HH but you must demonstrate a basic understanding]. This is a relatively easy grade to accomplish.

HHH: To receive a HHH, a student must demonstrate a clear understanding and application of all the issues, [i.e., the student cannot miss any other material issue]. [HHHH is for real insight or compelling info.]

Z: Students not completing a bibliography, outline or quiz will receive a Z on the assignment and have one (1) H deducted. Late speeches will be accepted starting with a penalty equal to the number of Hs available for the Organization portion of the speech plus one H for each other student speech not given and each additional day the speech is late. The above penalties are in addition to not getting any Hs for completing the assignment. **Speeches 4 and 5, during the last three weeks of class, cannot be made up as there is no time.**

I will explain how this works on speech assignments on the first day of class. My grading scheme makes it easy to receive a semester grade of C but difficult to get an A. Note that students may obtain extra credit from time to time, in addition to the 3Hs I give for attendance, students may also write a self-evaluation of their first or second speech. The self-evaluation must address three issues in the speech and not have more than one typo: worth 4Hs. Due on or before October 26th.

Schedule

If any changes are made to the class schedule during the semester, I will update this Schedule and post an Instructor Announcement on Canvas.

Module Due Date Activity

Hs Notes

Module	Due Date	Activity	Hs	Notes
Module 1	Sept 14	Initial Bibliography for "Chapter Speech"	0	
Module 1	Sept 14	Quiz for Module 1	4	
Module 1	Sept 16-	First Speech Cycle 16 th through 23 rd	8	
Module 1	9/16-23	Outlines/Final Bibliography due before or during speech day assigned	2/2	
Module 2	Oct 7	Initial Bibliography for "Informative Speech"	0	
Module 2	Oct 12	Second Speech Cycle 12-19	13	
Module 2	10/12-19	Outlines/Final Bibliography due before or during speech day assigned	2/2	
Module 2	Oct 30	Quiz for Module 2		
Module 2	Oct 26	Speech Evaluation Extra Credit due	4	
Module 3	Oct 28	Initial Bibliography for "Argumentative Speech"	0	
Module 3	Nov 2-	3 rd Speech Cycle 11/2-16	14	
Module 2	11/2-16	Outlines/Final Bibliography due before or during speech day assigned	2/2	
Module 4	Nov 23	Initial Bibliography for "Persuasive Speech"	2	
Module 4	Nov 23	Quiz for Module 3	4	Group Quiz
Module 4	Nov 30-	4th Speech Cycle 11/30 – 12/9	17	
Module 2	11/30 – 9	Outlines/Final Bibliography due before or during speech day assigned	2/2	
Module 5	Dec 16	Final Exam: Impromptu/Performance Evaluation	10	Class Begins at 7 a.m.

The speech assignments are as follows:

1st SPEECH: The first speech is a 4 to 6 minute presentation from any textbook the student has used or is using or any scholarly work approved by me; must have three points.

2nd SPEECH: The second speech is a 5 to 7 minute presentation that informs the class about a process, history, etc. It does not expressly or implicitly Persuade or argue a position; must have three points.

3rd SPEECH: The third speech is a 5 to 7 minute presentation that argues a specific position on any topic not identified in class as taboo; must have three points.

4th SPEECH: The fourth speech is a 6 to 9 minute presentation that attempts to persuade this audience, (i.e., our class) to take an action, change their view etc., [can be on the subject of the 3rd speech].

5th SPEECH: The fifth speech is an impromptu speech (essentially a performance exam). Speakers will select a topic from a short list and be given 5 to 7 minutes to prepare for a 2 to 5 minute speech; must have three points.

The writing assignments are as follows:

Outlines: Except for the impromptu, each speech must be an “extemporaneous” presentation from an outline [see text/lecture]. All outlines must be typed as if on 5" by 8" inch cards and can number no more than five cards [specific format below]. Outlines must have Final Bibliographies attached at the end of the outline.

Bibliographies: Except for the first speech, each speech must be preceded by a Initial Bibliography that contains at least six sources used by the speaker to prepare for the speech. The first speech bibliography need have only one source. **Initial Bibliographies are due at the beginning of the class preceding the first speaking day in any speech cycle.** Bibliographies must be formatted in compliance with MLA or APA standards (See [Library Web Page](https://libguides.santarosa.edu/citing/) [\(https://libguides.santarosa.edu/citing/\)](https://libguides.santarosa.edu/citing/)). Bibliographies must contain at least three “scholarly” sources and one source that has been published within the last 180 days. The Initial Bibliography must also contain a thesis statement for the speech at the top along with your name. Outlines and Bibliographies must be typed. Note: The Final Bibliography does not have to relate to the Initial Bibliography. They perform separate functions. In order to get full credit for the Final Bibliography however, students must turn in an Initial Bibliography **on time**.

Self-evaluation extra credit: The self-evaluation assignment is simple. Identify three behaviors in your speech that you either executed well or you need improvement. Explain the behavior, link it to a theory/issue discussed in class and what you think about it or how you might improve. You only need to have three separate paragraphs; this is not an essay. Each paragraph is worth one H. Your first typo/grammar error is free, you lose an H on the second typo/grammar error and I stop counting.

Standards of Conduct

Students who register in SRJC classes are required to abide by the SRJC Student Conduct Standards. Violation of the Standards is basis for referral to the Vice President of Student Services or dismissal from class or from the College. See the [Student Code of Conduct page](https://student-conduct.santarosa.edu/code-conduct-0). <https://student-conduct.santarosa.edu/code-conduct-0>

Collaborating on or copying of tests or homework in whole or in part will be considered an act of academic dishonesty and result in a grade of 0 for that test or assignment except as otherwise specified. I encourage students to share information and ideas, but not their work. See these links on Plagiarism:





[SRJC Writing Center Lessons on avoiding plagiarism](http://srjcwrittingcenter.com/research/plagiarism/plagiarism.html) [\(http://srjcwrittingcenter.com/research/plagiarism/plagiarism.html\)](http://srjcwrittingcenter.com/research/plagiarism/plagiarism.html)

[SRJC's policy on Academic Integrity](http://www.boarddocs.com/ca/santarosa/Board.nsf/goto?open&id=A63TMC78051C) [\(http://www.boarddocs.com/ca/santarosa/Board.nsf/goto?open&id=A63TMC78051C\)](http://www.boarddocs.com/ca/santarosa/Board.nsf/goto?open&id=A63TMC78051C)

Special Needs







Students with disabilities who believe they need accommodations in this class are encouraged to contact Disability Resources (527-4278), as soon as possible to better ensure such accommodations are implemented in a timely fashion.

Course Summary:

Date	Details	Due
Tue Aug 17, 2021	 First Class (https://canvas.santarosa.edu/calendar?event_id=77375&include_contexts=course_56495)	12am
Thu Aug 19, 2021	 More info about you (https://canvas.santarosa.edu/calendar?event_id=77376&include_contexts=course_56495)	12am
Tue Aug 24, 2021	 Favorite Media (https://canvas.santarosa.edu/calendar?event_id=77378&include_contexts=course_56495)	12am
Thu Aug 26, 2021	 Least Favorite Media (https://canvas.santarosa.edu/calendar?event_id=77379&include_contexts=course_56495)	12am

Date	Details	Due
Tue Aug 31, 2021	 Favorite Activity (https://canvas.santarosa.edu/calendar?event_id=77381&include_contexts=course_56495)	12am
Thu Sep 2, 2021	 Least Favorite Activity (https://canvas.santarosa.edu/calendar?event_id=77383&include_contexts=course_56495)	12am
Tue Sep 7, 2021	 Labor Day Holiday (https://canvas.santarosa.edu/calendar?event_id=77377&include_contexts=course_56495)	12am
Thu Sep 9, 2021	 Practice Speech redu (https://canvas.santarosa.edu/calendar?event_id=77385&include_contexts=course_56495)	12am
Tue Sep 14, 2021	 1st Initial Bibliography (https://canvas.santarosa.edu/courses/56495/assignments/720651)	due by 10am
	 Unit 1 Quiz (https://canvas.santarosa.edu/courses/56495/assignments/720664)	due by 10:30am
Thu Sep 16, 2021	 1st Speech [Chapter] (https://canvas.santarosa.edu/courses/56495/assignments/720652)	due by 10:30am
Tue Sep 21, 2021	 Chapter Speech Cont. (https://canvas.santarosa.edu/calendar?event_id=77387&include_contexts=course_56495)	12am
Thu Sep 23, 2021	 Chapter Speech Cont. (https://canvas.santarosa.edu/calendar?event_id=77380&include_contexts=course_56495)	12am
Tue Sep 28, 2021	 Language/Informative Lecture (https://canvas.santarosa.edu/calendar?event_id=77369&include_contexts=course_56495)	12am
Thu Sep 30, 2021	 Language/Informative Lecture (https://canvas.santarosa.edu/calendar?event_id=77367&include_contexts=course_56495)	12am
Tue Oct 5, 2021	 Language/Informative Lecture (https://canvas.santarosa.edu/calendar?event_id=77368&include_contexts=course_56495)	12am
Thu Oct 7, 2021	 2nd Initial Bibliography (https://canvas.santarosa.edu/courses/56495/assignments/720653)	due by 10:15am
	 Unit 2 Quiz (https://canvas.santarosa.edu/courses/56495/assignments/720665)	due by 10:30am
Tue Oct 12, 2021	 2nd Speech [Informative] (https://canvas.santarosa.edu/courses/56495/assignments/720654)	due by 10:30am
Thu Oct 14, 2021	 2nd Speech [Informative] (https://canvas.santarosa.edu/calendar?event_id=77382&include_contexts=course_56495)	12am

Date	Details	Due
Tue Oct 19, 2021	 2nd Speech [Informative] (https://canvas.santarosa.edu/calendar?event_id=77384&include_contexts=course_56495)	12am
Thu Oct 21, 2021	 Argumentative Speaking Lecture (https://canvas.santarosa.edu/calendar?event_id=77370&include_contexts=course_56495)	12am
Tue Oct 26, 2021	 Argumentative Speaking Lecture (https://canvas.santarosa.edu/calendar?event_id=77371&include_contexts=course_56495)	12am
	 Speech Evaluation Extra Credit (https://canvas.santarosa.edu/courses/56495/assignments/720663)	due by 10:30am
Thu Oct 28, 2021	 Argumentative Speaking Lecture (https://canvas.santarosa.edu/calendar?event_id=77372&include_contexts=course_56495)	12am
	 3rd Initial Bibliography (https://canvas.santarosa.edu/courses/56495/assignments/720655)	due by 10:15am
Tue Nov 2, 2021	 3rd Speech [Argumentative] (https://canvas.santarosa.edu/courses/56495/assignments/720656)	due by 10:30am
Thu Nov 4, 2021	 3rd Speech [Argumentative] (https://canvas.santarosa.edu/calendar?event_id=77386&include_contexts=course_56495)	12am
Tue Nov 9, 2021	 3rd Speech [Argumentative] (https://canvas.santarosa.edu/calendar?event_id=77388&include_contexts=course_56495)	12am
Tue Nov 16, 2021	 3rd Speech [Argumentative] (https://canvas.santarosa.edu/calendar?event_id=77389&include_contexts=course_56495)	12am
Thu Nov 18, 2021	 Persuasion Theory (https://canvas.santarosa.edu/calendar?event_id=77373&include_contexts=course_56495)	12am
Tue Nov 23, 2021	 Persuasive Theory Lecture (https://canvas.santarosa.edu/calendar?event_id=77374&include_contexts=course_56495)	12am
	 4th Initial Bibliography (https://canvas.santarosa.edu/courses/56495/assignments/720657)	due by 10:15am
Mon Nov 29, 2021	 Unit 3/4 Quiz (https://canvas.santarosa.edu/courses/56495/assignments/720666)	due by 10:30am
Tue Nov 30, 2021	 4th Speech [Persuasive] (https://canvas.santarosa.edu/courses/56495/assignments/720658)	due by 10:30am
Thu Dec 2, 2021	 4th Speech [Persuasive] (https://canvas.santarosa.edu/calendar?event_id=77391&include_contexts=course_56495)	12am

Date	Details	Due
Tue Dec 7, 2021	 4th Speech [Persuasive] (https://canvas.santarosa.edu/calendar?event_id=77390&include_contexts=course_56495)	12am
Thu Dec 9, 2021	 3rd Speech [Argumentative] (https://canvas.santarosa.edu/calendar?event_id=77392&include_contexts=course_56495)	12am
Thu Dec 16, 2021	 5th Speech [Impromptu-Performance Exam] (https://canvas.santarosa.edu/courses/56495/assignments/720659)	due by 10am
	 EC Attendance (https://canvas.santarosa.edu/courses/56495/assignments/720660)	
	 Roll Call Attendance (https://canvas.santarosa.edu/courses/56495/assignments/720661)	
	 Unit 1 Quiz (https://canvas.santarosa.edu/courses/56495/assignments/724908)	