COMMUNICATION STUDIES 102 LA Mission College

Instructor: Prof.Bonnie Barker M.Ed. Section 0133, Friday 8:50-12:00 INST 1012

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Office Hours: Fridays 12:15-12:45 - INST Faculty cubicles and by appt.

Course Description and Course Objectives

This course will introduce you to advanced phases of critical thinking, research, and public speaking. The course will also cover the comprehension of structure, evaluation of arguments, researching and presenting evidence, language usage, and evaluation of fallacious reasoning. The course will focus on persuasive speaking and argumentation. Adherence to ethics will be stressed in all communication settings. Upon completion of this course, students will be able to:

- 1 Develop and enhance public speaking, organizational, research, and writing skills
- 2. Develop and enhance basic rhetorical criticism skills.
- 3. Enhance and enrich critical thinking skills
- 4. Reduce tension while public speaking through enhanced self confidence.

Required Text:

<u>The Little Blue Reasoning Book 50 Powerful Principles for Clear and Effective Thinking</u> Royal, Brandon. ISBN# 9781897393604.

Student Learning Outcomes:

At the conclusion of this class, students will be able to:

- I. Research, write, and deliver a 7 minute Persuasive speech, with the use of oral citations for support and backing
- 2. Distinguish and interpret the rhetorical concepts of logic, fallacies, critical thinking, and argument.

Methods of Instruction: Various methods of instruction are utilized, including lecture, class discussions, visual aids, and audio/visual aids.

OUTLINES

A typed 8 1/2 x 11outline of your speech is to be submitted on the day you are scheduled to speak. This is to be used to deliver your presentation. (If you wish, you may put it on index cards for yourself.) Five points will be deducted if you don't turn in a printed outline. Three points will be deducted if it is hand-written..

SPEAKING GROUPS

Students will be assigned alphabetically to one of four speaking groups, Group A, B, C or D. Students in a particular group will deliver their speeches on an assigned day (see Calendar). Before class begins write your name on the chalkboard in the order you wish to speak (1st, 2nd, 3rd). Speeches will be given one after another until all have finished. When giving your speech, you may glance at the outline occasionally, but you should not be dependent on it.

FILMING/EVALUATING YOUR OWN SPEECHES

Bring your phone/video camera on the day of your speech and have a friend record your speech. Type an evaluation of it. Address the following questions: 1) What did you like best about your speech? 2) What else did you like about your speech? 3) What would you like to do differently for your next speech? Write at least a 5 sentence paragraph answering each question. Due on the following test day. 5 points each. There will also be students evaluating your speech using a form I will provide. Those who read their speeches will not receive a grade higher than a "C."

AUDIENCE ADAPTATION AND CHOICE OF TOPIC

Pay careful attention to selection of topics in regard to adapting to the needs, interests and backgrounds of ALL members of your audience. Use professional treatment of subjects combined with the use of appropriate word choice - <u>no profanity, sexist and/or racist language</u> is acceptable. Consider the educational and ethical value of the subject as well. Consult with me if you have any questions about the appropriateness of the topic.

AUDIENCE ROLE

TURN OFF ALL CELL PHONES, IPODS AND COMPUTERS & PUT AWAY!! 10 points may be deducted from your total speech score if you are texting in class Make no comment to the speaker before or during the speech. Keep the audience/ speaker roles separate. Sit up and be an attentive, courteous listener. Do not interrupt a speaker with a question or comment. Two or three questions may be asked after the speaker has concluded, if time permits. Don't leave your chair or the room during the speech. If late, wait until the speech in progress is finished before entering.

MEDIA EQUIPMENT

You may use the computer/projector for your speech. I recommend putting power point presentations on a flash drive as well as emailing them to yourself as a back-up. Mac users make sure you save them so they will work on the pc. Double check it before the day of your speech. Ten points is deducted for failed or no visuals.

ATTENDANCE

Everyone receives 50 points at the beginning of the semester. You get 1 week worth of absences without any deductions. Ten points will be deducted for each absence thereafter <u>regardless of the reason</u>.. However, you may make-up absences. You may be dropped after the 4th absence. Contact me if you don't want to be dropped. There are 3 ways in which absences can be made up:

- 1) Critique a public speaker.(live, TV, internet (ted.com), religious, civic). Write 2 pages about the structure, content and delivery. Watch someone new to you (Randy Pausch, Anthony Robbins, Dennis Prager, etc.)
- 2) Read a speech from Imprimus (hillsdale.edu). Write about the purpose of the speech and its main points.
- 3) Listen to at least one hour of any talk radio program. (My favorite is Dennis Prager 870AM 9-12 M-F (Male/Female Hour Wed 10 11am or Happiness Hour Friday 10-11am) Write about the content of the program and also the delivery of the host. Focus on vocal variety, and logic and support of arguments.

MAKE-UP SPEECHES & EXAMS/LATE WORK

There will be NO MAKE-UP EXAMS for students who are unprepared. If you know AHEAD of time, I will reschedule your exam BEFORE the exam is given to the class. Late Speeches will be deducted 20 points. And 10 points more each subsequent class time you are unprepared. The major benefit of this policy is fairness to all students who work hard to get assignments in on time and prepare for exams on time. Also, in order to adhere to our tight schedule, it is imperative that all. students meet their assignment/examination responsibilities. I DON'T accept any late work.

EXAMS:

There will be 3 examinations, each covering various chapters from the text. Exams consist of multiple choice and true/false, questions. There will be approximately20 questions on each exam. It is up to the student to read and study the chapters for the exam. There will not be a discussion of them in class.

LATE ARRIVALS/EARLY DEPARTURES

If you arrive late, write your name and the date on full piece of paper and give it to me before the end of class. Failure to do this will result in an absence (10 points deducted) marked in the role book. If you need to leave early, put it in writing and hand it to me before you go, otherwise you will be deducted 10 points. Students more than 20 minutes late will be deducted 10 points.

STUDENT PARTNERS

It is important to have a student partner to pick up handouts for you if you are absent or late. They can also share

notes of class lectures as well as bring in assignments for you if you are absent.

GUIDELINES

Don't bring any to the following to class to be used as visual aids:.

- 1. firearms
- 2. poisonous reptiles
- 3. nude or inappropriate photos, videos, murder victim photos
- 4. alcoholic beverages
- 5. anything illegal or questionable. If in doubt, ask me ahead of time.

GRADES

Your grades for the course will be determined by the following: *(this is ESTIMATE, so the actual points at the end of the semester may differ)

| Speeches | <u>POINTS</u> | |
|-----------------------------|---------------|-------------|
| 3 @ 100 points each | 300 points | A = 400 pts |
| Self –evaluations 3@5 | 15 points | B = 355 pts |
| Rough Outlines 3@ 5 | 15 points | C = 310 pts |
| Exams (3 at 20 points each) | 60 points | D = 265 pts |
| Radio Assignment | 5 points | F = 220 pts |
| Attendance | 50 points | |
| | *445 points | |

A 10 % scale will be used to calculate grades at the end of the semester. 90%-A, etc. Work is to be turned in during class on paper. If you are sick/absent email a copy to a friend, have them print it out and bring in the paper copy. Emailed copies received on the assignment day will be deducted 2 letter grades.

STUDENTS WITH SPECIAL NEEDS

If you have any health impairments that require medication or any other disability that might affect your performance in class, and would like your professor or instructor make special accommodations, please call our campus Special Services Department at 818-364-7734 as soon as possible. The Special Services Department will help you arrange accommodations for your classes with your professor or instructor.

STANDARDS OF CONDUCT AND DISCIPLINARY ACTION

District Board Rule 9803.12 – "Dishonesty: such as cheating or knowingly furnishing false information to colleges is subject to disciplinary action." Plagiarizing any part or parts of oral or written work will result in failure of that assignment. A report will be filed with the Vice President of Academic Affairs and Vice President of Student Services. Please be sure to orally cite your sources in all presentations and have a complete listing of Works Cited in MLA format attached to every speech in which sources are used.

EMERGENCY PROCEDURE

If a campus emergency that poses risk to students occurs, please be prepared to immediately follow the instructions of your Professor. Think ahead of actions to take in various situations.

EXTRA CREDIT. - 2 OPTIONS EACH WORTH 10 PTS a piece, so you may earn up to 20 pt.

A) Prepare or purchase a 72-hour kit. (Basic survival kit to keep you alive for at least 3 days)

This project is a metaphor for finding success in public speaking as well as preparing you for earthquakes & other natural disasters.. Preparation lessens fear and increases peace."

It should contain: <u>Water, food (non-perishable)</u>, <u>flashlight</u>, <u>1st-aid kit</u>, <u>cash</u>, <u>radio</u>, <u>whistle</u>, <u>sweatshirt or blanket</u>, Optioinal:(copies of important papers should be with a trusted person out of state), non-electrical phone-charger

B) Donate blood. Bring in proof of donation, either photo of you donating or the paperwork they give you.

9 STEPS TO SUCCESSFUL PRESENTATIONS

- 1. Analyze audience consider gender, nationality, socio-economic level, age, religion, interest in topic
- 2. <u>Select a topic</u> that you're passionate about that fits this audience's profile (Consider VISUALS, SOUND)

(How to reduce Stress)

3. Write a specific purpose, (the main purpose of the speech) - this should be 1 sentence with ONLY 1 point

(To explain to the audience different methods of reducing stress)

4. <u>Determine the main points of the speech & write it as a Thesis Statement (you may need to gather information</u>

before you can determine the points)

(The three methods of stress reduction I will explain are 1) aromatherapy, 2) massage, 3) visualization)

5. <u>Develop main points</u> - add details, experiences, facts, statistics; determine importance, order; write as sub-points:

(see outline)

- 6. Write your introduction
 - **Get their attention** (Hook) questions, startling facts, story, personal reference, suspense, quote
 - Show how you are like your audience and relevance of topic to their lives (Rapport)
 - Education, experience (Credibility) Explain why and how you know this topic so well...
 - State the topic and main points (Bridge)
- 7. <u>Write your conclusion</u> restate main points, refer to introduction, zinger (memorable closing statement)
- 8. <u>Practice</u> at least 2 or 3 times, preferably in front of someone, or record yourself on audio or video tape; time yourself
- 9. Think about how much fun it will be to share this great information with your new friends!