

SPEECH 102 – Oral Communication II

Instructor: Bonnie Barker
Section 0459, Tuesday, Thursday 12:25-1:50 INST 1012
Email: barkerbl@mission.edu
Voicemail: 818-364-7600 ext 4388
Office Hours: T,Th 11:45-12:25 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:

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

Student Learning Outcomes:

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

1. 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 outline 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.) Ten points will be deducted if you don't have hard copy of your outline on the day of your speech. Five points will be deducted if it is hand-written. Five points will be deducted if it is late.

SPEAKING GROUPS

Students will be assigned alphabetically to one of four speaking groups, Group A, B, C, 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. Those who read their speeches will not receive a grade higher than a "C."

SPEECH EVALUATIONS

During each speech, short evaluation forms will be filled out by several members of the group not speaking. These forms will be collected at the end of class, stapled together, reviewed by the instructor and then, along with the instructor's evaluation, given to the respective speaker at the beginning of the next class meeting. As time permits, we will give a constructive verbal critique after each speech.

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 - no profanity, sexist and/or racist language 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 CELL PHONES & PUT THEM AWAY. Five points will be deducted from your total score if you are texting during class. Make no comment to the speaker 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. Don't leave the room during the speech unless you have an emergency or if the speech is offensive. If late, wait until the speech in progress is finished before entering.

MAKE-UP SPEECHES & EXAMS/

There will be NO MAKE-UP SPEECHES OR EXAMS for students who are unprepared. Not being prepared on the day of your speech means you forfeit 40 points. If you have a legitimate emergency on the day of your speech/exam, email me that day asap. Provide documentation of emergency. Then come prepared the next class to give your speech if time after all of the assigned speeches. (If unprepared again, 10 more points will be deducted.) If you know of a scheduling conflict of a speech or test ahead of time you may reschedule it with me. 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. In order to adhere to our tight schedule, it is imperative that all students meet their assignment/examination responsibilities.

WRITTEN EXAMS:

There will be 5 examinations, each covering various chapters from the text. Exams consist of multiple choice and true/false questions. There will be approximately 30 questions on each exam. Each question will be worth 1 point.

ATTENDANCE:

Everyone receives 50 points at the beginning of the semester. You get 2 "free" absences. Ten points will be deducted for each absence thereafter regardless of the reason.. However, you may make-up absences. No more than 5 absences may be made up.

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.

FILMING/EVALUATING YOUR OWN SPEECHES

Bring your phone/video camera on the day of your speech and have a friend film your speech. Type an evaluation of it. Address the following topics: Your deliver (eye contact, gestures, voice, face, movement, nervousness) structure (Intro, Body (clarity of points, development) conclusion), topic, how you felt about your speech, why. What you thought you did well or what you liked about it, ideas for improvement for next speech. 10 pts each

LATE ARRIVALS/EARLY DEPARTURES

If you arrive late, write your name and the date on a piece of paper and give it to me before the end of class. Failure to do this will result in an absence (5 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 5 points. Students more than 20 minutes late will be deducted 5 points.

GRADES

Speeches (3 at 100 points each)	300 points
Exams 4 at 20 points each)	80 points
Attendance	50 points
Self Evaluations 3@10 pts	30 points
Homework	?
Total	@500 points

A 10 % scale will be used to calculate grades at the end of the semester. 90%-A, 80%-B, 70%-C, 60%-D 50%-F

DISABLED STUDENT CENTER

Accommodations will be provided for students with disability-related needs who identify themselves after class and provide documented proof from the Disabled Student Center.

GUIDELINES

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

1. firearms
2. explosives
3. illegal substances
4. poisonous reptiles
5. pornographic or gruesome images, no nudity
6. alcoholic beverages
7. anything that might be an embarrassment to you, our class or instructor. If in doubt, ask ahead of time.

Extra Credit.- 10 points Being prepared is the KEY to success in speaking as well as in survival! It also decreases fear and anxiety as well as promotes inner peace. This project is a metaphor for finding success in public speaking as well as preparing you for earthquakes & other disasters..

Turn in a 72-hour kit. You may purchase it online or at various stores. Or you may put together your own kit. It needs to be in a container. It should contain:

Water (for 3 days)	phone charger
Food (non-perishable) for 3 days	out-of-state contact
1 st Aid kit & any medication you require	whistle
flashlight	important papers with trusted person out of state
cash	Swiss army knife
sweatshirt or blanket	radio

9 STEPS TO SUCCESSFUL PRESENTATIONS

1. Analyze audience - consider gender, nationality, socio-economic level, age, religion, interest in topic
2. Select a topic 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. Determine the main points of the speech & write it as a Thesis Statement (you may need to gather information before you can determine the points)
(The three methods of stress reduction I will explain are 1) aromatherapy, 2) massage, 3) visualization)
5. Develop main points - 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. Write your conclusion - restate main points, refer to introduction, zinger (memorable closing statement)
8. Practice 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!

SPEECH 102 CALENDAR

T Aug 28 Th Aug 30	Course Introduction, start listening to talk radio AM 640 ,710, 790, 870, 980, 1070 Introductory Speech, discuss homework in groups
T Sept 4 Th Sept 6	Begin structuring outlines (Spec. Purpose, Thesis Statement, Body) Homework: SP, TS, Body Peer review, structuring group speech, Intro, conclusion Home: finish entire speech (your own)
T Sept 11 Th Sept 13	Visual aids, delivery, peer review demonstration speeches Exam 1 (Ch 1-2) Overcoming Anxiety, Practice Speeches in small groups, impromptus
T Sept 18 Th Sept 20	Exam 1 (Ch1-2, impromptus, Persuasive Speech prep- Topics, sources, citing sources, presenting numerical facts, groups
T Sept 25 Th Sept 27	PERSUASIVE DEMONSTRATION SPEECH 5-7 min, outlines, visual aid, GROUP A PERSUASIVE DEMONSTRATION SPEECH 5-7 min, outlines, visual aid, GROUP B
T Oct 2 Th Oct 4	PERSUASIVE DEMONSTRATION SPEECH 5-7 min, outlines, visual aid, GROUP C PERSUASIVE DEMONSTRATION SPEECH 5-7 min, outlines, visual aid, GROUP D
T Oct 9 Th Oct. 11	Persuasive outlines due, practice speeches in groups presentations of pp 105-114 Exam 2, (pp 60-66, 93-98, 105-114) Bring 5 debate topics, Debate Prep, Topics, partners
T. Oct. 16 Th. Oct 18	PERSUASIVE SPEECH 7-8 min, outlines, bibliography, 5 sources min, visual aid GROUP B PERSUASIVE SPEECH 7-8 min, outlines, bibliography, 5 sources min, visual aid, GROUP A
T Oct 23 Th Oct 25	PERSUASIVE SPEECH 7-8 min, outlines, bibliography, 5 sources min, visual aid, GROUP C PERSUASIVE SPEECH 7-8 min, outlines, bibliography, 5 sources min, visual aid, GROUP D
T Oct 30 Th Nov 1	Exam 3 (pp 114-145, pp 177-187) Debate prep/practice, impromptus DEBATES 10-13 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min (2 DEBATES)
T Nov 6 Th Nov 8	DEBATES 10-13 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min DEBATES 10-13 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min
T Nov 13 Th Nov 15	DEBATES 10-13 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min DEBATES 10-13 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min
T Nov 20 Th Nov 22	DEBATES 12-14 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min No class Thanksgiving
T Nov 27 Th Nov 29	DEBATES 12-14 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min DEBATES 12-14 min, 2 min rebuttal, Q/A, outline, bibliography – 5 sources min
T Dec 4 Th Dec 6	Job Interviewing practice*****All make-ups, extra-credit due***** More job interviewing practice “Me in 30 Seconds”
T Dec 11	Final Exam 12:30-2:30 Comprehensive + Appendix 1