



Los Angeles Mission College

One of the nine colleges of the Los Angeles Community College District

Oral Communication 101

Instructor:	Casarez, Rodolfo	Course:	SPEECH 101
Voicemail:	818-364-7600 ext. 4152	Section #:	3316
Email:	rcma@mac.com	Course Day:	WEDNESDAYS
Office:	Inst Bldg. #39	Course Time:	3:30 – 6:40PM
Office Hours:	Wed 2:50 – 3:20PM	Course Location:	INS BLDG. 1012

Course Description: This introductory speech course emphasizes techniques of Public Speaking including writing and delivery of speeches to inform and persuade. Students refine critical thinking, research, organizational, and time management skills. They learn to adapt a message to any audience and occasion.

Course Objectives:

Upon completion of this course, students will be able to:

1. Effectively research, organize, and develop informative, persuasive, and special occasion speeches. Students will also be competent in clearly organizing impromptu speeches.
2. Clearly organizing impromptu speeches.
3. Practice the basics of rhetorical criticism skills.
4. Actively listen and become a better consumer of public information.
5. Enhance the development of their critical thinking skills.
6. Orally present effective speeches, each with a logical progression of ideas clearly researched and documented.

STUDENT LEARNING OUTCOMES:

At the end of the semester, students will know and/or be able to:

1. Construct a speech mapping outline which includes an introduction, body, and conclusion with a Works Cited page attached.
2. Demonstrate the ability to write and adapt the content of a speech to the target audience by conducting an audience analysis.
3. Demonstrate the ability to deliver a well-structured speech to a target audience that includes the use of presentational aids.
4. Assessment for these Student Learning Outcomes will include a collection of outlines, in-class activities, in-class evaluation of speeches presented, in-class discussion and/or assignments.

Text (Suggested): Fujishin, R. *The Natural Speaker* (7th Edition). Boston: Pearson.

Required Materials: 1 Mead™ Graph Composition Notebook, 1 small blue book, Blue or black pen, 5x8 index cards for speeches, 3x5 index cards for research, 1 flash drive 2gigs or higher

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 teacher to make special accommodations, please call our campus Special Services Director, at 818-364-7734 as soon as possible. He will help you arrange special accommodations for your classes.

Course Requirements:

Assignment	Grade Received	Grades Possible	Tentative Due Date
Test #1	/50	A, B, C, D, F	Oct. 08
Informative Speech	/50	A, B, C, D, F	Oct. 15
Research Exercise	/50	A, B, C, D, F	Oct. 29
Mid-Term	/50	A, B, C, D, F	Oct. 29
Narrative Speech	/50	A, B, C, D, F	Nov. 05
Persuasive Speech	/50	A, B, C, D, F	Nov. 26
Comp books Due	/100	A, B, C, D, F	Dec. 10
Final	/400		Dec. 17 @ 5:00 PM

*Use this to keep track of your grade.

Total: 400 Possible

Grading Procedure:

Grade	Percentage	Points
A	90-100%	4
B	80-89%	3
C	70-79%	2
D	60-69%	1
F	0-59%	0

*Your grade is determined on the average number of points you accumulate.

Attendance: Strict Attendance will be managed. Three (3) tardies will equal 1 Absence. Tardies are defined here as more than fifteen minutes after the scheduled start time of the section. Every unexcused absence after the first will count as a point deduction. Excused Absences are only those that have documented reason from a doctor, attorney, or immigration appointment. All other absences are Not Excused. Each Tardy will count as (.5) half a point against your attendance grade.

IMPORTANT Note: Absolutely NO MAKE-Ups will be permitted. If you know your going to miss a class let me know ahead of time to schedule your speech before the due date.

Methods of Instruction: Lecture is the primary method of delivering the needed instruction. Through my lectures you will be given examples, techniques, and supporting methods and materials for the development of speech outlines and strategies. Critical thinking skills are assessed through topic selection, method and style of delivery, and the use of questioning.

Methods of Evaluation: I evaluate every speech at the moment of its delivery paying close attention to gesture, facial expression, language, clarity of ideas, main points, supportive information, topic appropriateness, posture, dress, and a host of other evaluation assessments (see attachment).

Grading Procedures: Speech is an Art. Therefore, the grading of an individual speech is subjective. A speaker can lose credibility in a public audience for a number of reasons, like lacking in information, to being found untrustworthy, or for being dressed in an inappropriate way for the audience. My promise is that I will grade you the very best I can to promote those techniques and strategies that give rise to the best of your speaking abilities without reservation to highlight those points that can be improved upon.

Important Dates:

September	3	Add/Drop/Syllabus Review/Class Requirement
	10	Comm Theory – Informative Speaking Test #1 Q&A
	17	Online Research and Principles of Research Organization
October	1	Movie
	8	Test
	15	Informative Speech
	22	... (Cont.)
	29	Narrative Instruction
November	5	Narrative Speeches Collect Comp Books for Notes and Outlines
	12	...
	19	...
	26	Persuasive Speeches
	December	3
10		Persuasive Speeches/Comp Books Due
17		Final Meeting – Final Grades Ready