

TEXAS A & M UNIVERSITY-COMMERCE

COMMERCE CAMPUS

Department of Mass Media, Communication, & Theatre

Summer II, 2015

Course Instructor: Stephen A. Furlich, Ph.D.

Course Title: Fundamentals of Communication

US Business/ Professional Speaking

Speech 1315-001/ 1321-001

Class Time: BA 256; M, T, W, R. 10:00-11:50

E-Mail: Stephen.furlich@tamuc.edu

Office Hours: (M, T, W, R. 7:30-8:00AM; 11:50-12:30).

Office: PAC 120

Prerequisites: None

It is essential to check daily your enrollment in the class. Previously, some students have been dropped from the roll without their knowledge due to a block on their account with the university. This can be done by logging onto your MYLEO each day.

Disability statement: It is university policy that no otherwise qualified disabled person be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. Students should inform the instructor of existing disabilities the first class meeting.

Course description: Theories and related skills for planning, organizing, rehearsing, presenting and evaluating a variety of types of speeches. Includes a survey of rhetorical traditions, principles, and strategies used in informative, persuasive, and ceremonial speeches. Emphasis on student performance and evaluation of oral and written models of classical and contemporary speeches. Recommended for students pursuing careers in teaching, law, the ministry, politics, or other professions involving making public presentations. May be taken to meet the general education communication requirement.

Required: 3 GREEN Scan Trans

Textbook and resource materials: Sprague, J., Stuart, D., & Bodary, D. (2013). (10th ed.) The Speaker's Handbook. Boston: Wadsworth.

ISBN-13: 978-0-495-56747-9 ISBN-10: 0-0-495-56747-7

(Electronic copy information purchased at bookstore)

Course outcome competencies:

Learning Outcomes: This course explores theory and principles of effective public speaking while providing an emphasis on skills development. Specific attention is given to the preparation, delivery, and evaluation of public speeches. General student learning outcomes include the following:

1. Students will understand theory and practice in public speaking.
2. Students will learn and develop various fundamentals and tools of effective speech delivery.
3. Students will be able to critically analyze the content, organization, and delivery of their own speeches and the speeches of others.
4. Students will become competent and confident public speakers.
5. Students will synergize theories and principles of communication into the successful preparation and delivery.

Attendance - Punctual attendance is expected at all class sessions, especially on presentation and test days. Excessive absences are defined by the instructor as more than one day, excused or unexcused. If you participate in University sponsored activities (e.g., intercollegiate sports) you must check with the instructor with appropriate documentation before you are absent. Students are responsible for all missed work.

Course Assignments/Assessments: The department of Mass Media, Communication, & Theatre supports university policies of academic excellence as noted in the student handbook. Interpretation of grades should be considered within the university framework: A=excellent, B=good; C=average; D=inferior; and F=failure. Final grades in this course will be based on:

*** Tests - (70%) (Test Review Sheets Uploaded in DocSharing)**

20% Test 1

25% Test 2

25% Test 3

*** Presentations - (30%) Note: Encyclopedias and dictionaries do not count as sources.**

ALL SPEECH TOPICS MUST BE APPROVED BY THE INSTRUCTOR AT LEAST 1 CLASS DAY BEFORE PRESENTING. A LIST OF UNACCEPTABLE SPEECH TOPICS IS E-MAILED TO EACH STUDENT.

ALL SPEECHES MUST BE PAPERLESS. THIS MEANS NO PAPERS USED DURING THE PRESENTATION. STUDENTS CAN CREATE AND USE A POWER POINT. STUDENTS SHOULD SUBMIT THEIR OUTLINE & REFERENCE PAGE ELECTRONICALLY THROUGH ECOLLEGE FOR THIS COURSE IN DOCSHARING.

15% Presentation 1: Informative - Emphasis on Content and Structure with Library Sources.

15% Presentation 2: Persuasive - With Library Sources

Presentation 1: Each student will deliver an informative speech of 4:30-5:30 minutes. The purpose is to inform the audience and not persuade them. The presentation will consist of gathering at least **3 credible outside sources** for your presentation,

such as journal articles or credible books to be cited during your presentation. Each student will **turn in an outline and a reference page of sources**. Points will be deducted for not abiding to the time limit.

Presentation 2: Each student will deliver a persuasive speech of 4:30-5:30 minutes. The purpose is to persuade the audience to accept the speaker's ideas about a particular issue. It is imperative for the speaker to demonstrate why his or her side of an issue is superior to the opposing one. The presentation will consist of gathering at least **3 credible outside sources** for your presentation, such as journal articles or credible books to be cited during your presentation. A visual aid is also required for the presentation. Each student will turn in an **outline and a reference page of sources**. Be sure topics are appropriate for the class. Points will be deducted for not abiding to the time limit.

*** Activities - (+2%)**

A number of activities will be assigned to demonstrate or apply content from the text and class discussions. **You cannot get credit for activities that are done on days you are absent, you leave early, or come in 10 minutes late.** Late activities will not be accepted. You are expected to keep up with your own grades. You should know your standing in the course at any time during the semester. Students will receive 2% additional points to their final grade if they miss no more than 1 day. **Students may be dropped from the class for acting disrespectful the first time.** This includes but is not limited to having a cell phone out, text messaging, doing work for other classes, talking out of turn in a disruptive manner, leaving class to take a phone call etc.

Students can receive an 'F' in the class for academic dishonesty. This includes but is not limited to cheating on tests, using previous work from another class for assignments, copying another's work from anywhere, etc.

Course Procedures

Assignments - Assignments must be completed on time. Late work will result in loss of points. Academic integrity is expected on all course assignments and activities. Violations of academic integrity (e.g., plagiarism, cheating, etc.) are serious offenses and will be dealt with according to university policy.

Make-Up Assignments and Examinations - If you miss an exam or presentation it must be for one of the following types of documentable reasons: death in the family, severe personal illness, university sponsored activities, etc. If you have an unexcused absence on a day you are scheduled to make a presentation or take a test, you cannot make up that presentation or test. Additionally, because of time constraints, the instructor may elect not to grant make-up speeches for any reason. In order to take a make-up examination you must submit verifiable and official documentation to your instructor (e.g., a doctor's note for the specific day missed). If your request is approved, you may take a make-up test on the appointed day. All make-up exams must be given for qualified persons within 2 weeks of the missed test.

Extra Credit - Extra credit can be earned for participation in departmental research conducted in or outside of class, if the opportunity arises. Extra credit points awarded will be determined by the nature of the project.

Cell Phones – All cell phones must be turned off before class starts.

Observance of a Religious Holy Day – Texas House Bill 256 requires institutions of higher education to excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day. The student shall also be excused for time necessary to travel. An institution may not penalize the student for the absence and allows for the student to take an exam or complete an assignment from which the student is excused. No prior notification of the instructor is required.

ADA Statement

Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamu-commerce.edu

Course Schedule

Please note that this is a tentative schedule for topics that will be explored this semester.

Slight changes may be made as the semester progresses.

Always bring your syllabus with you to class to record any changes.

An important reminder:

All **speeches** and **exams** are in bold. Notice how these are only weeks apart.

Therefore, it is imperative for you to plan ahead and prepare in advance so you don't fall behind.

Keeping up with the readings and coming to class are the best ways to stay afloat in this class.

Fundamentals Course Schedule – Summer II, 2015

	Mon.	Tues.	Wed.	Thurs.	
	July 13, Syll., Intro., Pre-Test ch. 1 (Public Speaking rationale & Definitions,)	July 14, ch. 9, 11, 12, 13, 14 (Outlining) Ch. 6 (Audience Analysis) ch. 7, 28, 30 (Topic Selection, 5, 21 informative Speech.)	July 15, Test 1	July 16, ch. 8, 15, 16, 27 (Support Material), ch. 9 (credibility) Practice Speech	
	July 20, Watch Informative Speech Video, Impromptu topics ch. 4 (Anxiety)	July 21, Speech 1	July 22, Speech 1 History	July 23, Impromptu 1 (Organizational Patterns) &(Verbal) ch. 17	
	July 27, ch. 2 (Listening) ch. 32 (business comm) ch. 23, 25, 26 (Delivery.)	July 28, Test 2	July 29, ch. 3, (ethics) ch. 31(Classroom comm..) ch. 22 (Persuasion),	July 30, Monroe's Motivated Sequence, Watch Persuasive Speeches	
	Aug. 3, Speech 2	Aug. 4, Speech 2 Nonverbal Communication/ Deception Lecture, videos	Aug. 5, (Groups Lecture)	Aug. 6, Impromptu 2, Perception, Interviewing	
	Aug. 10, ch. 33, 34, 35(different contexts) ch. 20, Environment from Nonverbal.	Aug. 11, Debates Post-Test. + 5 test	Aug. 12, Impromptu 3, Test 3 Review	Aug. 13, Test 3	

I'm looking forward to getting to know each one of you!

Have a great semester!