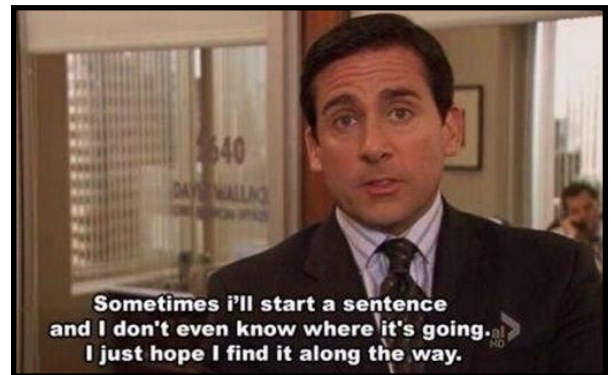


COMM 2450: Public Speaking (3 credit hrs)

Instructor: Dr. Matthew Hale
Pronouns: He/Him/His
Office Location: CyBeRsPaCE

E-mail: halem@apsu.edu
Cell Phone: 678-346-1228
Office Phone: 931-221-7378

Semester: Summer 2020
Location: The Interwebs



Required Text/Resources

Textbook: *A Speaker in Progress: A Public Speaking Guide*, Baron, Dunn, Morris, Nichols, and Ritchart, 2nd Edition. **IT IS FREE!!!** Available under the “Course Textbook” tab on our D2L course site.

Required Software/Hardware: A webcam (smartphone, webcam, etc.), PowerPoint, Keynote or some other free presentation software (more info later), Open Broadcaster Software (not required...but totally free), a YouTube account (free).

Course Description: This course is designed to enhance the development of public speaking skills. It incorporates identification of the speech communication process by employing the effective use of outlines, research to support topics, visual aids to enhance oral presentation, audience analysis to aid in adaptation and techniques for overcoming apprehension. This is a performance-based course and extensive performance is both expected and required.

Course Objectives: This course will acquaint students with the principles, techniques, and values of public speaking, to include the following:

- Develop effective verbal, nonverbal and listening skills
- Organize, structure, and deliver effective speeches
- Learn skills to ease and/or overcome public speaking anxiety
- Create and integrate effective visual aids
- Employ effective informative and persuasive strategies

Course Policies and Procedures

Disability Access: Any student who has a disability that may affect his/her academic performance is encouraged to make an appointment with me to discuss this matter, or you may contact Disability Services; Telephone 221-6230; TTY 221-6278; Fax 221-7102.

Official Communication: AP Mail is the official means of communication at APSU. Correspondence between the university and students will be sent to the students' APSU Mail account; other email accounts will not be utilized. Students are encouraged to check their AP Mail account on a regular basis.

Academic Dishonesty: The Austin Peay State University Student Handbook states: Academic dishonesty may be defined as any act of dishonesty in academic work. This includes, but is not limited to, plagiarism, the changing or falsifying of any academic documents or materials, cheating and giving or receiving of unauthorized aid in tests, examinations or other assigned work. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. Penalties for academic misconduct will vary with the seriousness of the offense and may include, but are not limited to, a grade of "F" on the work in question, a grade of "F" in the course, reprimand, probation, suspension and expulsion.

Misconduct: Actions such as hazing, harassment, disorderly conduct, and endangering any person's health are considered acts of misconduct which may subject the offending individual or organization to disciplinary sanctions.

Professionalism and Respect: You are expected to behave professionally in your contributions to discussions, feedback given to your peers, interactions with the instructor, and, of course, in the work you do for class assignments. Discourteous, threatening, or harassing behavior will not be tolerated. Respect works both ways. I do my best to be courteous and fair in all situations and at all times. If you ever feel that you are being treated otherwise by anyone (including me), please contact me.

“Attendance”: This is a digital class. You won’t have to be anywhere in particular. What you do have to do is be online, participate in activities, and submit your assignments on time and according to instructions.

Assignment Submission Policy: All assignments must be submitted to the appropriate Dropbox on D2L by the designated time/due date indicated on the syllabus. **I will only accept .doc or .docx files. No exceptions.**

Late Assignments: I will not accept any late assignments.

Submitting Assignments Correctly: It is your responsibility to ensure that I receive what I need to grade. Check your files. Double check to ensure your upload worked. If I attempt to open your file and there is nothing there, an unfinished draft, or the incorrect file format by the due date, I will grade what has been submitted as is. No exceptions.

Email Replies: I will do my very best to reply to all emails within about 5 hour period excepting holidays and weekends. If you do not hear from me within 24 hours, feel free to resend your message.

Office Hours: I will be offering Zoom and call meetings. You may text me if you have time-sensitive issues, but email communication is preferred.

Grading Turnaround: I will try my best to always return graded materials with extensive feedback within the week. There are times where grading may be more involved. Accordingly, my response time may be slower.

Exceptions: As with any policies, I am willing to make exceptions under certain extenuating circumstances. If you have any conflicts with the schedule or policies outlined here, please contact me and let me know as soon as possible.

Course Assignments

ASSIGNMENT	POINTS	TOTAL %	DUE DATE
SELF INTRODUCTION	50	10%	June 5
MEDIA REVIEW: PROPOSAL	25	5%	June 8
MEDIA REVIEW: OUTLINE	25	5%	June 10
MEDIA REVIEW: SPEECH	100	20%	June 14
ZOOM JOB INTERVIEW	100	20%	June 15-19
PERSUASIVE: PROPOSAL	25	5%	June 22
PERSUASIVE: OUTLINE	25	5%	June 24
PERSUASIVE: VISUAL AID	50	10%	June 25
PERSUASIVE: SPEECH	100	20%	June 30
TOTAL POINTS POSSIBLE	500		N/A

Performance and Grading Breakdown

LETTER GRADE	POINT RANGE
A	450-500
B	400-449
C	350-399
D	300-349
F	0-299

Course Calendar



Week 1: Publics and Public Address

- (M) June 1 — Introductions and Course Overview
Read: Chapter 1, pp. 5-8 & Chapter 5, pp. 41-53
Video Lecture # 1: [Course Intro](#)
- (T) June 2 — Confidence, Citational Practices, and Plagiarism
Read: Chapter 2, pp. 9-25
- (W) June 3 — Preparing and Organization
Read: Chapter 3, pp. 26-35
Video Lecture # 2: [How to Introduce Yourself Effectively & Efficiently](#)
- (TR) June 4 — Netflix Viewing Party: *The King's Speech* (2010)
Watch Together: (We'll stream together w/chat)
- (F) June 5 — Introductory Speeches
Due: Introduction Speech due by 11:59PM @ Dropbox

Week 2: Critical Media Review

- (M) June 8 — Outlining and You
Read: Chapter 6, pp. 54-60
Video Lecture # 3: [How to Make a Useful Outline](#)
Due: Media Review Proposal due by 11:59PM @ Dropbox
- (T) June 9 — Delivery
Read: Chapter 9, pp. 9-25
Watch: <https://www.youtube.com/watch?v=8S0FDjFBj8o>
- (W) June 10 — Building Credibility and Oral Citations (Variation Please)
Read: Chapter 4, pp. 9-25
Video Lecture # 4: [Credibility and Oral Citations](#)
Due: Media Review Outline due by 11:59PM @ Dropbox
- (TR) June 11 — Visual Aids (Don't Make Folks Read Slides)
Read: Chapter 10, pp. 87-97
Video Lecture # 5: [How to Structure a Review](#)
Listen to (3) reviews: <https://www.npr.org/people/3813466/bob-mondello>
- (F) June 12 — Optional Consultation Day
- (SU) June 14 — Speech Due!!!!
Due: Media Review Speech due @ 11:59 PM via Dropbox

Week 3: The Interview as Speech Genre

- (M) June 15 — Doing Your Homework
Read: [Most Common Interview Questions](#)
Video Lecture # 6: [Best Practices for Zoom Interviews](#)
Due: Provide interview availability for Weds., Thurs., Fri.
- (T) June 16 — The Art of the Videoconference Speech
Read: The Conference Interview, 225-230 (PDF on D2L)
- (W) June 17 — Scheduled Live Interviews
(TR) June 18 — Scheduled Live Interviews
(F) June 19 — Scheduled Live Interviews

Week 4: Persuasion and Argumentation

- (M) June 22 — The Art of Persuasion: Logos, Ethos, Pathos
Read: Chapter 11, pp. 98-104
Video Lecture # 7: [How to Frame Your Argument](#)
Due: Persuasive Speech Proposal due by 11:59PM @ Dropbox
- (T) June 23 — Creating Professional Visual Aids
Read: Chapter 10, pp. 87-97
Video Lecture # 8: [Visual Aids That Don't Make Me Sad](#)
- (W) Jun 24 — Building Your Argument From Evidence
Watch: <https://www.youtube.com/watch?v=0ITczPEG8iI> (John Oliver)
Due: Persuasive Speech Outline due by 11:59PM @ Dropbox
- (TR) June 25 — Optional Consultation Day
Due: Persuasive Speech Visuals due by 11:59PM @ Dropbox
- (F) June 26 — No Class (work on your final presentations)

Week 5

- (T) June 30 — **Due:** Final Speech due by 11:59PM via Dropbox
Video "Lecture" # 9: [A Final Thank You](#)
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