SPE 111 05: Introduction to Public Communications, Fall 2018

Instructor: John Gresh  
Location: PH 208  
Office: TC 402  
E-Mail: greshjf@westminster.edu
Office Hours: TH 12:50 AM-1:50PM  
and by appointment.
Office Phone: x 6208  
Home Phone: 412-689-4213

Course Description: This course is designed to introduce and familiarize the student with the basic principles of public speaking.

Text: http://publicspeakingproject.org/psvirtualtext.html

Westminster Student Outcomes:

1. To reason logically and evaluate critically
2. To communicate effectively
3. To think creatively, and appreciate aesthetic expressions
4. To demonstrate intellectual curiosity
5. To acquire knowledge of self, society, human cultures, the natural world, and human relationships to God
6. To apply our knowledge to contemporary issues
7. To demonstrate moral and ethical commitments to neighbor, society, and the natural world
8. To demonstrate commitment to lifelong learning and the acquisition of skills for careers and responsible service as world citizens

Desired Course Outcomes and the Westminster Outcomes they support:

- The student will be familiar with three types of speeches: informational, persuasive, and special occasion. (2,3,4,6,7,8)
• The student will learn active listening skills in order to evaluate and assess information. (1,3,4,5,7, 8)
• The student will learn researching techniques in order to develop an effective speech. (1,2,3,4,5,6,7,8)
• The student will learn relaxation and other vocal techniques to be a more effective speaker. (2,3,7)

Speeches:
Four speeches will be required of you during the course of this semester.

Self-Introduction: Prepare a 2 to 3 minute speech with the purpose of introducing yourself to the class in an organized fashion. Choose a theme that shows us who you are, not just what you’ve accomplished. An outline of this speech is part of your grade and is to be turned in on the day you present. The outline is to be typewritten.

Informative: Prepare a 4 to 6 minute informative speech that provides your audience with timely and newsworthy information about a process, a concept, an event or an object. The speech is to be delivered extemporaneously. Your speech should have at least six sources, with a minimum of three sources cited in your bibliography. The outline and bibliography are to be turned in on the day of your presentation.

Persuasive: Prepare a 5 to 7 minute speech that will persuade the listener to a point of view. The topic should be one that appeals to you both logically and emotionally. The bibliography should have a minimum of six sources, with four sources cited in the final speech. Prior approval of the topic by the instructor is necessary.

Commemorative: Prepare a 5 to 7 minute commemorative speech. Commemorative speeches praise and/or pay tribute to a person, or group of people, an institution or an idea. Dedications, eulogies, testimonials are all examples of commemorative speeches. Select a topic you can relate to. Again, your bibliography must list at six sources, with at least four sources cited in the final presentation.
Make sure you credit all sources you use in your speeches. Speeches should have multiple sources.

Attendance: Please show up on time and ready to work. You must be present on the required day of your presentation. Unless you make prior arrangements with me, your grade for the given speech will drop 5%.

Any more than two unexcused absences or two late arrivals or a combination of both will adversely affect your FINAL grade. Have an excuse!

Academic Integrity:
Page 68 of your student handbook states:

“Central to the purpose and pursuit of any academic community is academic integrity. All members of the Westminster community, including students, faculty, staff, and administrators, are expected to maintain the highest standards of honesty and integrity, in keeping with the philosophy and mission of the College.

Academic dishonesty is a profound violation of this code of behavior. Outlined below are examples of and specific consequences for academic dishonesty at Westminster. The list of examples is not meant to be exhaustive, but rather to provide an overview of the community’s common concerns. Students who are unsure as to whether specific behavior not listed here will constitute academic dishonesty should consult with their individual course instructors.”

Plagiarism: It is absolutely essential that the work you do is your own. All sources must be credited in your speeches. A complete list of all your sources must be turned in on the day of your presentations.
Other Policies: Your obligation as a public speaker is to provide accurate, complete and truthful information. Our intent is not to mislead or misinform the audience. If the student is discovered lying or misrepresenting the truth, a retraction will be required. Grade penalties including failure on the assignment may also occur.

Any speech that ends either less than five seconds before or after the allotted time limit will be penalized a point for every minute. The timeframe is there to provide a structure for the assignment.

Plan ahead to avoid the unseen disaster, for computers will fail, printers will break, copiers will have a huge line, etc. All can be overcome with efficient prior planning.

All speeches will be video-recorded in class. Students will view their speeches to write self-evaluations.

Grade Weights:

Classroom participation (includes class discussions and constructive criticism)    280 points
Introductory Speech                        25 points
Informative Speech                        145 points
Persuasive Speech                         165 points
Commemorative (Final) Speech             100 points
Quizzes and In-class Exercises           100 points

Total possible points:                    815 points

The instructor reserves the right to modify the time, order and content of the course schedule.

Page 30 of the Student Handbook states:
Westminster College is committed to providing services and resources to remove unnecessary barriers for students with disabilities, as consistent with the Americans with Disabilities Amendments Act and Section 504 of the Rehabilitation Act. Students with disabilities who are seeking options to address any potential physical and programmatic barriers, which includes academic accommodations, should contact the director of Disability Resources for further information. The director will meet with the student to discuss his or her demonstrated concerns, Westminster’s related requirements, relevant resources, and potential options to appropriately address the issue(s). Appeals for disagreement with the disability determination should be made in writing to the Dean of Student Affairs.

For more information visit the Disability Resources section under the Student Services section on the Westminster website.

<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Syllabus &amp; overview of class. Reading assignment Chapter 1 &amp; 2. Group Activity #1. Answer Review Question to Chapter 1.</td>
</tr>
<tr>
<td>Week 2</td>
<td>Discussion of Chapter 1; <strong>Deliver the self-introductory Speech.</strong> (3 minutes); Reading assignment Chapters 3 &amp; 9;</td>
</tr>
<tr>
<td>Week 3</td>
<td>Critiques of Self-introductory speech. Read Chapter 4;</td>
</tr>
<tr>
<td>Week 4</td>
<td>Test on Chapters 1-4, 9; Reading Assignment Chapters 5, 6, &amp; 15.</td>
</tr>
<tr>
<td>Week 5</td>
<td>Read Chapters 7, 8; Topics for Informative Speech.</td>
</tr>
<tr>
<td>Week 6</td>
<td>Read Chapters 10, 11, 12. Working Outline for Informative Speech due.</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Week 7</td>
<td>Deliver Informative Speech. (4-6 min.)</td>
</tr>
<tr>
<td>Week 8</td>
<td>Deliver Informative Speech. (4-6 min.)</td>
</tr>
<tr>
<td>Week 9</td>
<td>Introduction to Persuasive Speech. Read Chapter 16. Test on Chapters 5 - 12, 15.</td>
</tr>
<tr>
<td>Week 10 <strong>(THURSDAY ONLY)</strong></td>
<td>Working Outline for Persuasive Speech due. Read Chapters 13, 14.</td>
</tr>
<tr>
<td>Week 11</td>
<td>Work on Persuasive Speeches in class.</td>
</tr>
<tr>
<td>Week 12</td>
<td>Deliver Persuasive Speech. (6-8 minutes)</td>
</tr>
<tr>
<td></td>
<td>Turn in source materials. No Tuesday class.</td>
</tr>
<tr>
<td>Week 13 <strong>(TUESDAY ONLY)</strong></td>
<td>Deliver Persuasive Speech. (6-8 minutes)</td>
</tr>
<tr>
<td></td>
<td>Turn in source materials. Read Chapters 17, 18.</td>
</tr>
<tr>
<td>Week 14</td>
<td>Work on Commemorative Speech. Test on Chapters 13, 14, 17, 18.</td>
</tr>
<tr>
<td>Week 15</td>
<td>Work on Commemorative Speech.</td>
</tr>
<tr>
<td>Week 16</td>
<td>Final Presentation.</td>
</tr>
<tr>
<td>Final Presentation</td>
<td>Monday 12/10/18 3:00 - 5:30 PM</td>
</tr>
</tbody>
</table>