

Com 203: T/Th 11:15am – 12:35pm, BA210
Spring '02

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BA 113, T 12:45-2:45 & by appt
(Please notify me in advance if you plan to
come in after 1:30.)
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Preliminary Syllabus

Text: German, Gronbeck, Ehninger, and Monroe. *Principles of Public Speaking*
Other handouts will also be assigned for reading.

Overview: The main focus of this course is persuasion; the goal is to improve your ability to adapt a message in detail so it matters to your audience and is as effective in producing the desired results as possible. In addition, this course will help you to develop and hone presentation skills such as speaking clarity and use of nonverbal techniques. These objectives will be achieved by a combination of reading and lecture/discussion and graded assignments (as described below).

Grading: 70% of the course grade will be based on grades for your speeches. 30% will be based on homework.

Each following speech will be weighted to count for an increasingly larger proportion of the course grade:

Speech 1 = 10%

Speech 2 = 25%

Speech 3 = 35%

Speeches will be graded on five categories, each worth a maximum of 10 points (audience analysis, evidence and reasoning, organization, language style, delivery style). The perfect speech would receive 50 points. A speech that avoids mistakes that will turn an audience away from you, but that has no features that will enhance effectiveness and draw an audience to you, would be rated at about 5 points in each of the five categories, or 25 points total.

The three homework assignments will be weighted equally.

Homework 1 = 10%

Homework 2 = 10%

Homework 3 = 10%

Scores on each graded assignment will be curved around the class mean and assigned a letter grade.

The final grade will be the weighted average of the grades on your assignments. Class participation and attitude will also be taken into consideration when calculating final grades. For example, there may be short pop quizzes throughout the semester, based on the reading, to check for comprehension. These will be graded as -, ✓, or +, and used primarily to direct class discussion. However, a display of understanding and effort in the reading may help to “boost” your final grade if it is otherwise borderline.

Attendance: Attendance in class is mandatory. Much of the learning in the class takes place in class and so you need to be there. Late arrivals are also counter-productive. You can have two unexcused absences without penalty; there will be a grade penalty after that. And two unexcused late arrivals will count as an unexcused absence. Absences and latenesses will be excused only when you have documentation from an official (doctor, hospital, lawyer, clergyperson, etc.) that the absence or lateness was unavoidable. For each unexcused absence beyond two, your course grade will drop by a half step (B+ to B, C- to D+, etc.). It would only take 5 unexcused absences (or late arrivals) to drop an A to a B-, a B- to a D+, etc.

IF YOU MISS A CLASS IN WHICH YOU’RE SCHEDULED TO SPEAK, YOU WILL ONLY BE GIVEN A CHANCE TO PRESENT THAT SPEECH AND RECEIVE A GRADE IF YOU HAVE A DOCUMENTED EXCUSE. LATE HOMEWORK WILL ONLY BE ACCEPTED IF YOU HAVE A DOCUMENTED EXCUSE.

Plagiarism: Plagiarism occurs when you create the impression that something you present for a grade was produced by you when it wasn't. This happens when you create the impression that you read something you didn't, had an idea that wasn't yours, produced text that someone else wrote. Even if you somehow cite the source, but still create that false impression, it's plagiarism. Penalties will range from a failing grade on the assignment if any of it is plagiarized, to a failing grade in the course and possible suspension or expulsion from the university if an entire assignment is a plagiarism. If you are unsure if something is plagiarism, play it safe and cite your source and/or ask questions of me or of the Reference librarians.

SCHEDULE

Please Note: Assignments are marked on the days they are due.

***Bold** denotes work to be performed and/or handed-in. *Italics* denotes a need to be prepared for class discussion.*

Readings marked in parentheses are tentative and will be handed out in class.
Homework assignments will be announced as the semester progresses.

- Jan 24 Review Syllabus. Ice breakers. Plagiarism. Writing skills. Listening skills. Warm-up speech assigned.
- Jan 29 **Warm-up speeches.** Speech 1 to be assigned.
Ch. 1-2
- Jan 31 **Warm-up speeches.**
Ch. 3
- Feb 5 **Warm-up speeches.**
- Feb 7 Persuasion: Importance of Audience. Who is the audience?
Ch. 4-5 (Larson handout 289-292)
- Feb 12 Persuasion: Constructing Arguments to Reach your Audience.
Ch. 14-15 (Larson 303-306) Know audience for Speech 1.
- Feb 14 Persuasion: Using Evidence & Reasoning to Support your Arguments. Research with Audience in Mind.
Ch. 6-7 (LARSON 298-299) KNOW GOAL OF SPEECH 1.
- Feb 19 Persuasion: Organizing your Speech to Move your Audience – it's more than "flow."
Ch. 8-9[14] (Larson 292-297) Know several possible information sources for Speech 1 research.
- Feb 21 Persuasion: How to Open and Close your Speech so your Audience Stays with you.
****SPRING BREAK****
- Mar 5 Persuasion: Wording your Speech for your Audience's Ear... & mouth, hand, eyes, nose, & memory.
Ch. 10 (Streeter handout 145-146)
- Mar 7 **Speech 1.** Speech 2 to be assigned.
- Mar 12 **Speech 1.**
- Mar 14 **Speech 1.**
- Mar 19 **Speech 1.**
- Mar 21 Persuasion: How to Convince your Audience Through Presentation.
Ch. 11-12 (Larson 302-303)
****BREAK FOR HOLIDAYS****
- Apr 2 **Speech 2.** Speech 3 to be assigned.
- Apr 4 **Speech 2.**
- Apr 9 **Speech 2.**
- Apr 11 **Speech 2.**
- Apr 16 To be announced.
- Apr 18 Workshop.
- Apr 23 **Speech 3.**
- Apr 25 CANCELLED.
- Apr 30 **Speech 3.**
- May 2 **Speech 3.**
- May 7 **Speech 3.**