

COMM 100: Public Speaking

Fall 2015

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George Mason University

TEXTBOOK:

Valanzano, J. M., III, Braden, S. W., Broeckelman-Post, M. A., & Schmeidler, L. E. (2015). *The Speaker's Primer Customized for George Mason University*, 2015-2016 Edition. Southlake, TX: Fountainhead.

COURSE DESCRIPTION AND LEARNING OUTCOMES:

This course focuses on the principles underlying effective oral presentations and the development of effective presentations in public and professional settings. We place an emphasis on analyzing audiences; composing meaningful, coherent messages; conducting responsible research; developing effective arguments; and improving delivery skills to strengthen confidence and credibility.

It is important that you learn to develop your communication skills and that you learn how to present your findings to others. *This is both a theory and a skills course, and our primary goal is for you to gain competence in public speaking.* In order to achieve our goal, we will engage in various activities, assignments, etc. By the end of this course, you will be able to:

1. Understand the communication process and the ways that culture and diverse experiences impact the sharing of meaning.
2. Analyze the audience and situation and adapt your speech to the specific cultural and social context in which it will be delivered.
3. Conduct research and evaluate the quality of support materials and their appropriateness for use in a particular context.
4. Prepare full sentence preparation outlines that include appropriate organization, well-supported claims, reasoned arguments, and sensitivity to the rhetorical situation.
5. Perform a series of speeches using effective delivery techniques, presentation aids (including PowerPoint), and ethical communication practices.
6. Explain complex ideas to non-expert audiences and advocate for significant causes using appropriate deductive and inductive reasoning.
7. Practice effective listening in order to evaluate the public communication of others and provide constructive feedback through a series of peer workshops, peer evaluations, self-evaluations, and course evaluations.

COURSE REQUIREMENTS:

Details about all assignments are included in this textbook.

Assignment	Points Earned	Points Possible	Assignment	Points Earned	Points Possible
Introductory Speech (total)		4.5%			
Introductory Speech		25			
Introductory Speech Responses (4)		20			
Commemorative Speech		8.5%			
Commemorative Speech Draft		5			
Commemorative Speech Manuscript		10			
Commemorative Speech		50			
Self-Evaluation		10			
Peer Evaluations (2)		10			
Cultural Artifact Speech (total)		12%			
Cultural Artifact Outline Draft		5			
Cultural Artifact Final Outline		20			
Cultural Artifact Speech		75			
Cultural Artifact Self-Evaluation		10			
CA Peer Evaluations (2)		10			
Participation		13%			
Peer Speech Workshops (4-8)		40			
In-Class Speaking Activities (6-12)		60			
Research Participation (2)		30			
			Informative Speech (total)		20%
			Annotated Bibliography		50
			Informative Outline Draft		5
			Informative Final Outline & PPT		25
			Informative Speech		100
			Informative Self-Evaluation		10
			Informative Peer Evaluations (2)		10
			Persuasive Speech (total)		17.5%
			Persuasive Outline Draft		5
			Persuasive Final Outline		25
			Persuasive Speech		125
			Persuasive Self-Evaluation		10
			Persuasive Peer Evaluations (2)		10
			Content Assessment		24.5%
			Online Learning Modules (21)		105
			Comprehensive Exam		100
			Pre-Survey		20
			Post-Survey		20
TOTAL: _____/1000					

Monday/Wednesday/Friday Tentative Schedule

Week	Day	Topic	Reading Due	Assignment Due Submit Online Before Class
1		Introduction to the Course Overview of all Assignments	Ch. 1 Syllabus	
		Speaking in and to Different Disciplines Understanding Public Communication	Ch. 2 & 3	Introductory Speech Video OLM 1-3
		Speech Anxiety	Ch. 4	OLM 4
2		NO CLASS- LABOR DAY		
		Commemorative Speeches Commemorative Speech Assignment	Ch. 5 Commemorative Speech Assignment	OLM 5
		Language	Ch. 6	Introductory Speech Responses OLM 6
3		Audience Analysis	Ch. 7	OLM 7 Commemorative Speech Draft Course pre-survey
		Context & the Speech Situation	Ch. 8	OLM 8
		Delivery Practice Commemorative Speech Workshop	Ch. 9 & 10	OLM 9 & 10
4		COMMEMORATIVE SPEECHES		Commemorative Speech Manuscript
		COMMEMORATIVE SPEECHES , cont. if needed Cultural Artifact Speech Assignment	Cultural Artifact Speech Assignment	
		Topic Selection	Ch. 11	OLM 11
5		Outlining Introductions, Conclusions, & Connective Statements	Ch. 12 & 13	Commemorative Self-Eval & Video OLM 12 & 13
		Outlining, cont.		
		Culture & Diversity	Ch. 14	OLM 14
6		Culture & Diversity, cont. CA Outline Workshop		Draft CA Outline
		CA Performance Workshop		
		CULTURAL ARTIFACT SPEECHES		Final CA Outline
7		CLASS MEETS ON TUESDAY FOR COLUMBUS DAY		
		CULTURAL ARTIFACT SPEECHES		
		CULTURAL ARTIFACT SPEECHES		
8		Informative Speeches	Annotated Bibliography Assignment Informative Speech Assignment Ch. 15	CA self-eval & video OLM 15
		Informative Speeches, cont.		
		Research & Preparation	Ch. 16	OLM 16
9		Speaking & Ethics Supporting Materials	Ch. 17 & 18	OLM 17 & 18
		Presentation Aids	Ch. 19	OLM 19 Draft Informative Outline
		Informative Outline Workshop		

10	Informative Performance Workshop		Annotated Bibliography
	INFORMATIVE SPEECHES		Final Informative Outline & PPT
	INFORMATIVE SPEECHES		
11	INFORMATIVE SPEECHES		
	INFORMATIVE SPEECHES		
	Persuasive Speeches	Persuasive Speech Assignment Ch. 20	Informative self-eval & video OLM 20
12	Persuasive Speeches, cont.		
	Reasoning	Ch. 21	OLM 21
	Reasoning, cont.		Draft Persuasive Outline
13	Persuasive Outline Workshop		
	NO CLASS- THANKSGIVING		
	NO CLASS- THANKSGIVING		
14	Persuasive Performance Workshop		
	PERSUASIVE SPEECHES		
	PERSUASIVE SPEECHES		
15	PERSUASIVE SPEECHES		
	PERSUASIVE SPEECHES		
	PERSUASIVE SPEECHES Teaching evaluations & end of semester wrap-up		Course post-survey Persuasive self-eval & video
FINAL EXAM:			

Monday/Wednesday Tentative Schedule

Week	Day	Topic	Reading Due	Assignment Due Submit Online Before Class
1		Introduction to the Course Overview of all Assignments	Ch. 1 Syllabus	
		Speaking in and to Different Disciplines Understanding Public Communication	Ch 2 & 3	Introductory Speech Video OLM 1-3
		NO CLASS- LABOR DAY		
2		Speech Anxiety Commemorative Speeches Commemorative Speech Assignment	Ch 4-5 Commemorative Speech Assignment	OLM 4 & 5
3		Language	Ch. 6	Introductory Speech Responses OLM 6
		Audience Analysis Context & the Speech Situation	Ch. 7 & 8	Commemorative Speech Draft Course pre-survey OLM 7 & 8
4		Delivery Practice Commemorative Speech Workshop	Ch. 9 & 10	OLM 9 & 10
		COMMEMORATIVE SPEECHES		Commemorative Speech Manuscript
5		Cultural Artifact Speech Assignment Topic Selection	Cultural Artifact Speech Assignment Ch. 11	OLM 11
		Outlining Introductions, Conclusions, & Connective Statements	Ch. 12 & 13	Commemorative Self-Eval & Video OLM 12 & 13
6		Culture & Diversity CA Outline Workshop	Ch. 14	Draft CA Outline OLM 14
		Culture & Diversity, cont. CA Performance Workshop		
7		CLASS MEETS ON TUESDAY FOR COLUMBUS DAY CULTURAL ARTIFACT SPEECHES		Final CA Outline
		CULTURAL ARTIFACT SPEECHES		
8		CULTURAL ARTIFACT SPEECHES , if needed Informative Speeches Informative Speech Assignment	Ch. 15 Annotated Bibliography Assignment Informative Speech Assignment	OLM 15
		Research & Preparation	Ch. 16	CA self-eval & video OLM 16
9		Speaking & Ethics Supporting Materials Informative Outline Workshop	Ch. 17 & 18	Draft Informative Outline OLM 17 & 18
		Presentation Aids Informative Performance Workshop	Ch. 19	Annotated Bibliography OLM 19
10		INFORMATIVE SPEECHES		Final Informative Outline & PPT
		INFORMATIVE SPEECHES		
11		INFORMATIVE SPEECHES		
		Persuasive Speech Assignment	Persuasive Speech Assignment Ch. 20	Informative self-eval & video OLM 20

12	Persuasive Speaking		
	Inductive & Deductive Reasoning Persuasive Outline Workshop	Ch. 21	Draft Persuasive Outline OLM 21
13	Fallacies Persuasive Performance Workshop		
	NO CLASS- THANKSGIVING		
14	PERSUASIVE SPEECHES		Final Persuasive Outline & Ppt
	PERSUASIVE SPEECHES		
15	PERSUASIVE SPEECHES		
	PERSUASIVE SPEECHES Teaching evaluations & end of semester wrap-up		Course post-survey Persuasive self-eval & video
FINAL EXAM:			

Tuesday/Thursday Tentative Schedule

Week	Day	Topic	Reading Due	Assignment Due Submit Online Before Class
1		Introduction to the Course Overview of all Assignments	Ch. 1 Syllabus	
		Speaking in and to Different Disciplines Understanding Public Communication	Ch 2 & 3	Introductory Speech Video OLM 1-3
2		Speech Anxiety Commemorative Speeches Commemorative Speech Assignment	Ch 4-5 Commemorative Speech Assignment	OLM 4 & 5
		Language	Ch. 6	Introductory Speech Responses OLM 6
3		Audience Analysis Context & the Speech Situation	Ch. 7 & 8	Commemorative Speech Draft Course pre-survey OLM 7 & 8
		Delivery Practice Commemorative Speech Workshop	Ch. 9 & 10	OLM 9 & 10
4		COMMEMORATIVE SPEECHES		Commemorative Speech Manuscript
		Cultural Artifact Speech Assignment Topic Selection	Cultural Artifact Speech Assignment Ch. 11	OLM 11
5		Outlining Introductions, Conclusions, & Connective Statements	Ch. 12 & 13	Commemorative Self-Eval & Video OLM 12 & 13
		Culture & Diversity CA Outline Workshop	Ch. 14	Draft CA Outline OLM 14
6		Culture & Diversity, cont. CA Performance Workshop		
		CULTURAL ARTIFACT SPEECHES		Final CA Outline
7		NO CLASS- MONDAY CLASSES MEET TODAY FOR COLUMBUS DAY		
		CULTURAL ARTIFACT SPEECHES		
8		CULTURAL ARTIFACT SPEECHES , if needed Informative Speeches Informative Speech Assignment	Ch. 15 Annotated Bibliography Assignment Informative Speech Assignment	OLM 15
		Research & Preparation	Ch. 16	CA self-eval & video OLM 16
9		Speaking & Ethics Supporting Materials Informative Outline Workshop	Ch. 17 & 18	Draft Informative Outline OLM 17 & 18
		Presentation Aids Informative Performance Workshop	Ch. 19	Annotated Bibliography OLM 19
10		INFORMATIVE SPEECHES		Final Informative Outline & Ppt
		INFORMATIVE SPEECHES		
11		INFORMATIVE SPEECHES		
		Persuasive Speech Assignment	Persuasive Speech Assignment Ch. 20	Informative self-eval & video OLM 20

12	Persuasive Speaking		
	Inductive & Deductive Reasoning Persuasive Outline Workshop	Ch. 21	Draft Persuasive Outline OLM 21
13	Fallacies Persuasive Performance Workshop		
	NO CLASS- THANKSGIVING		
14	PERSUASIVE SPEECHES		Final Persuasive Outline & Ppt
	PERSUASIVE SPEECHES		
15	PERSUASIVE SPEECHES		
	PERSUASIVE SPEECHES Teaching evaluations & end of semester wrap-up		Course post-survey Persuasive self-eval & video
FINAL EXAM:			

Once a Week Tentative Schedule (adjust based on holiday)

Week	Day	Topic	Reading Due	Assignment Due Submit Online Before Class
1		Introduction to the Course Overview of all Assignments Speaking in and to Different Disciplines Understanding Public Communication	Syllabus Ch. 1-3	Introductory Speech Video OLM 1-3
2		Speech Anxiety Commemorative Speeches Language Commemorative Speech Assignment	Ch. 4-6 Commemorative Speech Assignment	OLM 4-6 Introductory Speech Responses
3		Audience Analysis Context & the Speech Situation Delivery Practice Commemorative Speech Workshop	Ch. 7-10	Commemorative Speech Draft Course pre-survey OLM 7-10
4		COMMEMORATIVE SPEECHES Cultural Artifact Speech	Cultural Artifact Speech Assignment	Commemorative Speech Manuscript
5		Topic Selection Outlining Introductions, Conclusions, & Connective Statements	Ch. 11-13	OLM 11-13 Commemorative Self-Eval & Video
6		Culture & Diversity CA Speech Workshop	Ch. 14	Draft CA Outline OLM 14
7		CULTURAL ARTIFACT SPEECHES		Final CA Outline
8		Informative Speeches Research & Preparation Speaking & Ethics Supporting Materials	Informative Speech Assignment Ch. 15-18	OLM 15-18
9		Presentation Aids Informative Speech Workshop	Ch. 19	Draft Informative Outline Annotated Bibliography OLM 19
10		INFORMATIVE SPEECHES		Final Informative Outline & PPT
11		Persuasive Speech Assignment Persuasive Speaking	Persuasive Speech Assignment Ch. 20	Informative self-eval & video OLM 20
12		Reasoning Persuasive Outline Workshop	Ch. 21	Draft Persuasive Outline OLM 21
13		Persuasive Performance Workshop PERSUASIVE SPEECHES		Final Persuasive Outline & PPT
14		PERSUASIVE SPEECHES		Persuasive self-eval & video Course post-survey
15		ADJUST FOR HOLIDAY		
FINAL EXAM:				