

Oklahoma State University Institute of Technology
Face-to-Face Common Syllabus
Fall 2017

SPCH 1113(CRN60498): Introduction to Speech Communication

This course offers instruction on preparation and delivery with a focus on extemporaneous speeches. Emphasis is on audience and purpose analysis, topic research, visual aids, and delivery methods. Activities include delivering various speeches before an audience.

Course purpose: The purpose of Introduction to Speech is to help students become effective oral communicators. To be effective, students will learn to analyze the rhetorical situation of audience, speaker, and occasion, then deliver a speech that fits the occasion and is ethical, impactful, and memorable.

Type of course: Theory

Credit Hours: 3; Total clock hours of theory per semester: 48;

Total clock hours of lab for the semester: N/A; total clock hours of clinical per semester: N/A.

Class length: Full semester

Class days and times: Tuesday and Thursday 11:00 – 12:25

Prerequisites: N/A

Instructor name: Donna Glass

Instructor phone: (918) 293-4835

Office: NCAT 104A

Instructor email: donna.glass@okstate.edu

Contact: My preferred method of contact is email. Please allow 24-48 hours to return your correspondence during the normal work week.

Instructor's office hours (Central Time):

Monday	Tuesday	Wednesday	Thursday	Friday
12:30-2:30 p.m.	12:30-2:30 p.m.	12:30-2:30 p.m.	12:30-2:30 p.m.	12:30-2:30 p.m.

School name: School of Arts and Sciences

School's main phone: (918) 293-4768

REQUIRED TEXT, REFERENCES, AND MATERIALS

Texts: *How to Write & Give a Speech* (Second Revised Edition) by Joan Detz, St. Martin's Griffin 2002, ISBN 0312302738 **and** *The Best American Essays of the Century* edited by Joyce Carol Oates, Houghton Mifflin Company 2000, ISBN 9780618155873

References: Only those available at our campus library and through databases to which our campus library subscribes

Materials: USB storage device; computer equipped with Internet, *Microsoft Word*, *Adobe Reader*, and the ability to run multimedia delivery systems, including *BrightSpace*; four or five sheets of art paper; a miniature or small set of inexpensive water-based paints; one poster board or piece of cardboard

Uniform/tools: N/A

Estimated cost for materials: Texts and materials: Approximately \$35.00 - 40.00

Estimate cost for uniform/tools: N/A

Upon completion of the course, students should:

Course Objectives	Assessment of Objectives
Record/save course work on computer systems.	Prepare all written assignments in Microsoft Word.
Develop speeches that communicate a clear purpose and sense of audience.	Apply knowledge of the rhetorical situation to the informative, ceremonial, and persuasive* speech assignments.
Construct speeches that use MLA Style.	Format reading responses and outlines in MLA Style. Prepare the works cited page for the persuasive speech* according to the MLA Handbook (8 th edition).
Design speeches that demonstrate the use of interpersonal communication skills.	Present oral reports while sitting in a circle. Share information and introspective observations about a food object during the informative speech. Address a particular occasion in a ceremonial speech. In a persuasive speech,* argue for the value of a children's book that you create.
Compose speeches that demonstrate a plan and a variety of speaking strategies.	During informative, ceremonial, and persuasive* speeches, show style through tripartite division, parallelism, imagery, repetition, rhetorical questions, contrast, rhythm, and/or vivid words as defined in the course text.
Construct speeches that incorporate research.	Cite sources during oral reports and during the informative, ceremonial, and *persuasive speeches; create a children's story that selects and reimagines the content of a literary/creative nonfiction essay.
Construct speeches that demonstrate the use of effective presentation aids.	Include sound effects and props to develop theatrical dimensions of the informative, ceremonial, and persuasive* speeches.

Aspects of the course objective assessments may be used in the university's assessment of student learning. If applicable, an asterisk (*) above indicates this assignment is used in the university assessment program.

COURSE ACTIVITIES

In this course, you will develop ways to connect with audiences, summarize texts, experiment with theatrical properties of speech performance, organize research tasks, write outlines, prepare works cited pages, and deliver creative and innovative speeches. You should notice an increase in your comfort level with public speaking as this course concludes, for Joan Detz's expert advice has been applied successfully and with confidence by many students and professionals across various fields.

EVALUATION - GRADES WILL BE BASED ON THE QUALITY AND COMPLETION OF THESE TASKS:

Reading responses (3 @ 5 pts. ea.).....	15%
Oral reports (3 @ 5 pts. ea.).....	15%
Informative speech.....	10%
Written component of children's book	20%
Persuasive speech works cited page and outline.....	8%
Persuasive speech.....	20% *
Ceremonial speech.....	10%
Participation and classroom etiquette.....	2%
Total	100%

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Grading Scale
A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% & below

*The student’s grade for this assignment will be used in the university’s assessment of student learning. A 70% competency or higher receives a Pass rating. This Pass/Fail rating is independent of the student’s course grade.

Daily and/or weekly quizzes, small weekly assignments, and similar type projects: Normal return time to student by next class meeting or no later than one (1) week.

Extensive assignments, large lab projects, extensive quizzes, exams, and similar type projects: Normal return time to students is one (1) to two (2) weeks.

RECOMMENDED STUDENT COMPETENCIES/SKILLS

Computer literacy is recommended. Basic writing skills are also recommended.

AUTHORIZED TOOLS

N/A

LATE WORK

You may make up **only** an informative, a ceremonial, or a persuasive speech. Only **one** make-up speech per person will be allowed. **The make-up days are Tuesday, December 5, and Thursday, December 7.** Five (5) points will be deducted from the speech grade if you give a late speech.

TESTING

N/A

SYLLABUS ATTACHMENT

http://osuit.edu/center/student_syllabus_information

**Donna Glass, Instructor
MA, English, Oklahoma State University, Stillwater, Oklahoma**

**Course Schedule – Speech 1113
Fall 2017 (Sept. 6 – Dec. 15)**

Durations	Units & Topics	Assignment names, submission locations, and due dates
		Always read your assignments; they are posted under “content” on BrightSpace. Each new assignment will be posted under “content” by the assignment date listed below.
		University holidays and breaks <ul style="list-style-type: none"> • Student Break: November 22, 23, and 24
Sept. 7 – Sept. 21	Unit 1 – Connecting with an audience (Detz Chapter 2)	<ul style="list-style-type: none"> • Syllabus review and course introduction Thurs., Sept. 7 • Reading response for Ch. 2 assigned Tues., Sept. 12 and due in its own dropbox by 11 p.m. on Tues., Sept. 19 • Oral report over Ch. 2 due during class on Thurs., Sept. 21

Sept. 21 – Oct. 3	Unit 2 – Speaking with style (Detz Chapter 7)	<ul style="list-style-type: none"> • Reading response for Ch. 7 assigned Thurs., Sept. 21 and due in its own dropbox by 11 p.m. on Thurs., Sept. 28 • Oral report over Ch. 7 due during class on Tues., Oct. 3
Oct. 3 – Oct. 12	Unit 3 – Special-occasion speeches (Detz Chapter 9)	<ul style="list-style-type: none"> • Reading response for Ch. 9 assigned Tues., Oct. 3 and due in its own dropbox by 11 p.m. on Tues., Oct. 10 • Oral report over Ch. 9 due during class on Thurs., Oct. 12
Oct. 12 – Dec. 15 Student break: Nov. 22 - 14	Unit 4 – Delivery techniques (Detz Chapter 11)	<ul style="list-style-type: none"> • Informative speech assigned Thurs., Oct. 12 and due during class on Thurs., Oct. 19 (Group 1) and Tues., Oct. 24 (Group 2) • Written component of children’s book with preface and works cited page due in its own dropbox by 11 pm. on Thurs., Nov. 2 • Persuasive speech assigned Thurs., Nov. 2 and due during class on Thurs., Nov. 9 (Group 2) and Tues., Nov. 14 (Group 1) • Works cited and outline for persuasive speech assigned Thurs., Nov. 2 and due in its own dropbox by 11 p.m. on Thurs., Nov. 16 • Ceremonial speech assigned Thurs., Nov. 16 and due during class on Tues., Nov. 28 (Group 1) and Thurs., Nov. 30 (Group 2) • Make-up speech due during class on Tues., Dec. 5 or Thurs., Dec. 7 • Extra credit TBA due in its own dropbox by 11 p.m. on Mon., Dec.11

Schedule is subject to change at instructor discretion

Course Schedule by Calendar Week: Fall 2017 (Sept. 6 – Dec. 15)

Week	Topics/Units	What to Submit, and Where	Due Date
Week 1 Sept. 6	Unit 1 – Connecting with an audience (Detz Ch/2)	Syllabus review and course introduction	
Week 2 Sept. 11	Unit 1 – Connecting with an audience (Detz Ch/2)	Reading response for Ch. 2	
Week 3 Sept. 18	Unit 1 – Connecting with an audience (Detz Ch/2)	Reading response for Ch. 2 due in its own dropbox Oral report over Ch. 2 due during class	11 p.m. Tues., Sept. 19 Thurs., Sept. 21

Week 4 Sept. 25	Unit 2 – Speaking with style (Detz Ch/7)	Reading response for Ch. 7 due in its own dropbox	11 p.m. Thurs., Sept. 28
Week 5 Oct. 2	Unit 2 – Speaking with style (Detz Ch/7)	Oral report over Ch. 7 due during class	Tues., Oct. 3
Week 6 Oct. 9	Unit 3 – Special-occasion speeches (Detz Ch/9)	Reading response for Ch. 9 due in its own dropbox Oral report over Ch. 9 due during class	11 p.m. Tues., Oct. 10 Thurs., Oct. 12
Week 7 Oct. 16	Unit 4 – Delivery techniques (Detz Ch/11)	Informative speech due during class	Thurs., Oct. 19 (Group 1)
Week 8 Oct. 23	Unit 4 – Delivery techniques (Detz Ch/11)	Informative speech due during class	Tues., Oct. 24 (Group 2)
Week 9 Oct. 30	Unit 4 – Delivery techniques (Detz Ch/11)	Written component of children’s book w/ preface and works cited page due in its own dropbox	11 p.m. Thurs., Nov. 2
Week 10 Nov. 6	Unit 4 – Delivery techniques (Detz Ch/11)	Persuasive speech due during class	Thurs., Nov. 9 (Group 2)
Week 11 Nov. 13	Unit 4 – Delivery techniques (Detz Ch/11)	Persuasive speech due during class Works cited and outline for persuasive speech due in its own dropbox	Tues., Nov. 14 (Group 1) 11 p.m. Thurs., Nov. 16
Week 12 Nov. 20	Unit 4 – Delivery techniques (Detz Ch/11)	Ceremonial speech	Break: Nov. 22 – 24
Week 13 Nov. 27	Unit 4 – Delivery techniques (Detz Ch/11)	Ceremonial speech due during class	Tues., Nov. 28 (Group 1) Thurs., Nov. 30 (Group 2)
Week 14 Dec. 4	Unit 4 – Delivery techniques (Detz Ch/11)	Make-up speech due during class	Tues., Dec. 5 or Thurs., Dec. 7
Week 15 Dec. 11	Unit 4 – Delivery techniques (Detz Ch/11)	Extra credit TBA due in its own dropbox	11 p.m. Mon., Dec. 11

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