**Public Speaking – ENG 1440-8801**

**West County High School Dual Credit**

**Mineral Area College**

**Fall 2015**

**3 Credit Hours**

**Instructor**: Mrs. Tina Richards

**Location**: West St. Francois County High School

**Phone #**: (573)562-7521

**Instructor E-mail**: [trichards@wcr4.org](mailto:trichards@wcr4.org)

**Department Chair:** Pam Jaycox – pjaycox@mineralarea.edu

**Textbook**: Glencoe Speech. New York, NY: McGraw- Hill, 2005.

**Attendance Policy**:

Please see attached West County High School Attendance Policy 2015/2016

**Grading policy/ scale:**

Final grades are based on an absolute point total. A student’s final grade is a function of the number of points earned in the course divided by the total number of points possible. The resulting percentage is the student’s final grade. The following scale is then used to compute the final course grades:

100-90% =A; 89-80%= B; 79-70%= C; 69-60%= D; 59% or below =F.

**Formal Speech Criteria:**

* Each speech will have an organizational pattern with required components for introductions and conclusions.
* Formal speeches will have a research component. The minimum is 2 sources. All sources will be properly orally cited during the speeches.
* Each outline will be in MLA format and turned in for instructor to critique.

Speech 1: Introduction 25

Listening Activity 50

Speech 2: Interview including Outline 100

Speech 3: Demonstrative including Outline 100

Speech 4: Informative including Outline 100

Speech 5: Persuasive including Outline 100

Speech 6: Ceremonial including Outline 100

**Total points for speech/activity 575**

Individual Chapter work: Section Review / Vocabulary points vary by chapter

Participation Points/Quiz/ Peer Grading points vary by chapter

**Student Learning Outcomes:**

As a result of taking this public speaking course, students will be able to:

* Recognize and understand the interactive model of communication
* Develop and improve listening skills
* Analyze audience characteristics and adapt a topic appropriately for a particular audience
* Improve verbal and nonverbal delivery skills
* Develop research and library skills necessary for acquiring supporting materials for speeches
* Locate and analyze supporting material from Internet sources as to their usefulness and credibility
* Organize speech materials in outline form
* Evaluate a public speech
* Understand the process of oral citations and how to avoid plagiarizing material
* Gain Skills in using Powerpoint presentation as part of a public presentation.

**College’s Policies:**

Non-Discrimination Policy: Mineral Area College does not discriminate on the basis of race, color, national origin, gender, disability, age, religion, creed, or martial or parental status. For more information, call the Title VI, Title IX, Sec.504 and ADA coordinator at (573)431-4593 or

U.S. Dept. of Education, Office of Civil Rights.

**ADA Policy:** If you have special needs as addressed by the Americans with Disabilities Act and need this publication in an alternative format, notify Mineral Area College, (573)431-4593 or P.O. Box 1000,

Park Hills, MO 63601, at least one week before you plan to attend events or meetings. Reasonable efforts will be made to accommodate your special needs.

**Dishonest policy:** Plagiarism applies to oral communication as well as written texts. It is one of the most serious offences a student can commit. It is plagiarism to turn in any portion of someone else’s paper, speech, or outline as your own work. It is plagiarism to use any portion of a speech from a “file” of previously used speeches and present it in class as your original work. It is plagiarism to take passages from someone’s work and include it in a speech, paper, or outline without citing the original author. It is a form academic misconduct to knowingly allow another student to use your work as their own. All materials submitted for evaluation must be. All materials submitted for evaluation must be the original work of the student and be produces in the current semester. It is a form of academic misconduct to submit any speech, outline or paper written for another course or competition for a grade in ENG 1440 without the knowledge and permission of the instructor .This includes all work produced as a high school student or used in high school competition. Plagiarism results in failure of the assignment and possible failure of or expulsion from the course. As a student at MAC it is your responsibility to be familiar with the policy on Academic Integrity. **Be forewarned- I take the issue of plagiarism quite seriously! Also, any other forms of cheating will be handled in the same manner as plagiarism.**

**Course Description:** A course that emphasizes effective communication in public situations through the design and delivery of informal speeches, open forum discussions, and practice in impromptu and extemporaneous speaking.

**Missed Speeches Policy:**

You are provided with all of the speaking dates on day one of your course so plan your semester accordingly. You may make-up ONE speech per semester if you contact me in advance and if it is a dire emergency. Documentation must be provided to me before or on the day of your make-up speech. If you do not show up prepared to give your speech on your assigned day, you will receive a 0.

**Assignments/Late Work:**

Assignments must be typed. I do not accept late work. They are due on their assigned day at the beginning of class. If you are not in class on the due date, even for a school sponsored event, you must e-mail me your assignment before class begins. You have ample time to complete all written work and notice of their due dates. If you know in advance you will have a problem completing something, contact me. This does not mean you will get an extension.

**Participation Points:**

Students who come to class will be eligible for participation points in the form of writing activities, quizzes, group work, and discussions. There are NO make-ups on assignments and activities that occur in the missed class period. If you miss an assignment, regardless of the reason, you will not be allowed to make-up the assignment. You are responsible for course material even if you are not in class. If you will be gone for school sponsored event, you need to take the quizzes before you miss class or before the next class period. I will not contact you about these; It is your responsibility to check with me.