“You have to care. And that care has to come from your soul. Public speaking is the art of having everybody thinking you are talking to them.”

– Dennis Van Gerven

INSTRUCTOR: Tim Brown
Office: TCC 335 / Phone: x3581
tbrown@cedarcrest.edu

OFFICE HOURS: Tues. & Thurs. 2:30 – 5:00PM, or by appt.

COURSE DESCRIPTION: “The handling of various speaking situations through practical speech preparation, from interviews and group discussions to formal platform speaking, is covered. Additional emphasis is placed on voice and diction.” (3 credits)

TEXTBOOK: A Pocket Guide To Public Speaking, 2nd Ed., Dan O’Hair
Other resources to be distributed in class.

OUTCOMES:

● To acquire an understanding of public speaking as the artistic and technological application of principles to the unique demand of specific situations.

● To engage in writing as an effective means of preparation for public speaking, including refinement of topic, purpose, thesis, research, rough drafts, revision, and editing.

● To develop a sense of the audience’s needs during a given presentation.

● Other outcomes to be determined based on the specific needs of the class.

COURSE REQUIREMENTS:

● All speeches must be accompanied by a written outline, with the exception of the Introduction Speech. You will not be able to deliver your presentation without a written outline turned in to me. If you can’t deliver your presentation, your grade will obviously be affected.

● All speeches presented in class must be ORIGINAL WORK created for THIS CLASS. Obviously, this means no plagiarism. In addition, however, it means that you cannot use a speech from another class for the purposes of this class.

● Class attendance and participation is a MUST. This is not a lecture class, but a discussion and participation class. There will be 1000 total points available to you in this course. 100 of those, or 10% of your total grade, will be reflected by your attendance. No absences = 100 points. One absence = 90 points. Two absences = 80 points. Three absences = 50 points. Four or more absences = 0 points. Your grade related to participation and assignments, of course, will also be affected. Take this as an EASY way to score 100 points!

● All work must be submitted to me typed, and on paper. This seems obvious, but I won’t accept e-mails or discs containing work assignments. As for the handwriting issue, mine is awful, and I would never force you to read mine. As such, I don’t want to second guess what you might be writing, either.
Everyone in class will be receiving constructive criticism from me, as well as from peers. We will always be working to create a positive work atmosphere, and constructive criticism, both positive and negative, is a part of that environment. Please keep this in mind as you present, as well as when you comment.

I will make myself available to you outside of class to work on any of your presentations or to discuss any other issues related to class. Please see me during office hours, or make arrangements to meet me at another time.

HONOR CODE AND ACADEMIC DISHONESTY
You are required to abide by the Academic Policies of this college. This information can be found in the 2006-2007 Cedar Crest College catalog, or online.

DOCUMENTATION OF DISABILITIES
Students with documented disabilities who wish to request accommodations should contact the Advising Center. See the Student Handbook for complete information.

CLASSROOM PROTOCOL AT CEDAR CREST COLLEGE
The Student Handbook states that “Appropriate classroom behavior is implicit in the Cedar Crest College Honor Code. Such behavior is defined and guided by complete protection for the rights of all students and faculty to be a courteous, respectful classroom environment.” In a plainer parlance, that means that when you’re IN class, BE in class. Respect the class. No cell phones. No text messages. No sleeping. No working on homework for other classes. No late arrivals or early departures without permission. “Get a job. Cut your hair. Don’t do drugs. Stay in school.” I anticipate that everyone in my classes will know enough to understand the concept, but if not, please consult the Student Handbook, and if questions remain, please ask.

CLASS SCHEDULE – (subject to change)
Tues. Aug. 26th
Thurs. Aug. 28th
Tues. Sept. 2nd
Thurs. Sept. 4th
Tues. Sept. 9th
Thurs. Sept. 11st
Tues. Sept. 16th
Thurs. Sept. 18th
Tues. Sept. 23rd
Thurs. Sept. 25th
Tues. Sept. 30th
Thurs. Oct. 2nd
Tues. Oct. 7th
Thurs. Oct. 9th
Tues. Oct. 14th
Thurs. Oct. 16th
Tues. Oct. 21st
Thurs. Oct. 23rd
Tues. Oct. 28th
Thurs. Oct. 30th

Introduction to Course
Easing Into Public Speaking
Presentation of Introduction Speeches
Presentation of Introduction Speeches and Critique
Focus on Vocal Work and Diction
Non-Verbal Communication; Speaker Anxiety
Interpretation of Language From The Page
Discussion of Informative Speech
Informative Speech Work
Presentation of Informative Speeches
Presentation of Informative Speeches
Presentation of Informative Speeches and Critique
Discussion of Demonstration Speech
Presentation of Demonstration Speeches
Presentation of Demonstration Speeches
NO CLASS – FALL BREAK
Presentation of Demonstration Speeches
Presentation of Demonstration Speeches
NO CLASS – Attend EURYDICE
Examples of Political Speech
Work on Political Speech
Tues. Nov. 4th  
Thurs. Nov. 6th
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Presentation of Political Speeches
Presentation of Political Speeches

Tues. Nov. 11th  
Thurs. Nov. 13th
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Discussion of Persuasive Speech  
Persuasive Speech Work

Tues. Nov. 18th  
Thurs. Nov. 20th
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Presentation of Persuasive Speeches  
Presentation of Persuasive Speeches

Tues. Nov. 25th  
Thurs. Nov. 27th
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Discussion of Inspirational Speeches  
NO CLASS – THANKSGIVING

Tues. Dec. 2nd  
Thurs. Dec. 4th
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Presentation of Inspirational Speeches  
Presentation of Inspirational Speeches and Eval.

**GRADING**

Evaluation will be made on a **1000 point total**, with the following values given to each assignment:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction Speech</td>
<td>100</td>
</tr>
<tr>
<td>Informative Speech</td>
<td>200</td>
</tr>
<tr>
<td>Demonstration Speech</td>
<td>100</td>
</tr>
<tr>
<td>Political Speech</td>
<td>100</td>
</tr>
<tr>
<td>Persuasive Speech</td>
<td>200</td>
</tr>
<tr>
<td>Inspirational Speech</td>
<td>100</td>
</tr>
<tr>
<td>Attendance</td>
<td>100</td>
</tr>
<tr>
<td>Participation</td>
<td>100</td>
</tr>
</tbody>
</table>

**TOTAL:** 1000 points

This makes the final grades pretty easy to figure out:

- 900 – 1000 points  
  **A**
- 800 – 899 points  
  **B**
- 700 – 799 points  
  **C**
- 600 – 699 points  
  **D**
- 599 and below  
  **F**

There's only one catch to the system above. As this class is entitled “Public Speaking” everyone **must complete ALL of the Speaking Assignments** in order to receive a passing grade. Consider it the “Automatic Disqualification” rule.

*Any questions on anything you’ve read thus far? Please ASK me! My intent is for this to be a valuable course for you, but I’d be lying if I said I didn’t want to have fun with the class as well!!! 😊*

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“According to most studies, people's number one fear is public speaking. Number two is death. Death is number two. Does that sound right? This means to the average person, if you go to a funeral, you're better off in the casket than doing the eulogy.” -Jerry Seinfeld