PUBLIC SPEAKING: communication & journalism 130 - 503

Instructor: Jennifer Nail                               Class: CJ 130/section 503
Office Location: Academic Office                      Class Location: Arts/Sciences 140
Office Hours: T 9:15-10:15 am                          Class Time: T Th 10:30-11:45 am
Email: jnail@unm.edu                                   Term: Fall 2015
Phone: 925-8600                                        Credit Hours: 3

COURSE DESCRIPTION

This is a performance course which blends communication theory and practical application. Students prepare, present and critique speech presentations. Knowledge and skills gained in this course will assist you in meeting your professional and personal goals.

REQUIRED TEXTBOOK/RESOURCES

Beebe, Steven A. and Susan Beebe,
A Concise Public Speaking Handbook (4th ed.).

COURSE OBJECTIVES

At the end of this course, the successful student will be able to:

• learn and apply principles of effective public speaking for various audiences, purposes and contexts.

• demonstrate a clear interactional goal.

• demonstrate effective and ethical speech preparation, including planning, research, use of supporting materials, critical and creative thinking, organization and outlining, audience adaptation, and speech introductions and conclusions.
• synthesize information in a logical and organized structure.
• manage presentation apprehension.
• demonstrate effective speech delivery through use of language, nonverbal communication, physical behaviors and the creation and use of presentation aids.
• demonstrate impromptu and extemporaneous delivery skills: speaking with fluency and good vocal qualities, utilizing ample support for arguments, and expressing information with clarity.
• present oral and written critiques of speeches.
• demonstrate active and critical listening skills as an audience member.

COURSE REQUIREMENTS

COURSEWORK

We will be preparing and presenting 5 speeches for a total of 850 points this semester. Speeches require research and typed outlines with Works Cited pages (due the day of the speech). Some in-class speeches will not be graded but are a dynamic component of the Public Speaking experience. You earn Class Participation points by your active presence - attendance and participation count for 150 points!

GRADING

Your final grade is calculated as follows:

150  Class Participation
200  Informative Speech
200  How-To Demonstration or Job-Related Presentation
200  Persuasive Speech
200  Student’s Choice Speech
 50  Tribute Speech

A+ = 980-1000  A = 930-979  A- = 900-929
B+ = 880-899  B = 830-879  B- = 800-829  C+ = 780-799  C = 730-779
C- = 700-729  D+ = 680-699  D = 630-679  D- = 600-629  F = Below 600
CLASSROOM POLICIES

ELECTRONIC DEVICES

Cell phones must be set to their SILENT mode. NO texting! No earbuds/headphones.

All devices must also be put away and may not lie on the tabletop unless you have cleared it with me first (for emergency purposes). Laptops are acceptable, however, they must not be connected to the Internet during class. Please do not text during class. It is disrespectful to me and to your classmates.

FOOD AND DRINKS

Drinks need secure lids. Food is OK unless it disrupts the class.

POSITIVE LEARNING ENVIRONMENT

Be respectful. Each of us is responsible for creating a positive learning environment, in a professional and collegial manner. Respectful class participation includes contributing ideas that relate to the topic, asking questions to clarify understanding, responding thoughtfully when called upon, and giving respectful attention to the instructor and classmates. Good communication skills include listening carefully to diverse opinions, analyzing what is said, clearly stating opinions without personal put-downs, encouraging classmates, synthesizing new information, and applying it. Disrespectful communication would include interrupting or attacking others, monopolizing the conversation, carrying on side conversations, or texting. (All cell phones must be off or in silent mode, and put away.) I reserve the right to ask you to leave if you are being disruptive or disrespectful. Repeated offenses could lead to being referred to the Dean of Students or dropped from the course. Stay respectful.

Take responsibility. Please remember that your success is your choice! All students EARN their grades, beginning at 0. The grading process does not work the other way around where students start with a 100% and have points taken away from them. I clearly spell out all of my grading criteria and it is crucial for your success that you understand them. Be sure you understand all expectations prior to completing assignments and speeches. Ask questions and get clarification on anything that seems vague. Avoid feeling like a victim, and accept responsibility for what you do and don’t do to achieve your goals.
Develop your critical thinking skills. Ask yourself “so what” and “now what.” I often ask you to reflect on speech material in ways that go beyond basic definition and description. I challenge you to think about why things are the way they are, why you might be learning what you’re learning and what you can actually do with the information and skills you gain in this class. I also hope you will critically examine your own beliefs, behaviors and goals, and challenge them when appropriate. Deep, thoughtful and independent thinking is important for college and life success.

ACADEMIC HONESTY

“Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The university reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic dishonesty. Any student who has been judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; and misrepresenting academic or professional qualifications within or outside the university.”

You are ethical people. Create your work accordingly.

UNM CLOSURE STATEMENT

If ever UNM closes on a day you are scheduled to deliver a speech, your speech will be rescheduled to the next available class day. For inclement weather decisions, call 925-SNOW (925-7669). This number will let you know of any class cancellations. You can also check on the Valencia Campus homepage at http://www.unm.edu/~unmvc.

ATTENDANCE

Be prepared. Attend! Please read assignments before class and be ready to participate in class discussions and exercises. Because this course emphasizes live performance as well as reading and discussion, attendance at all class sessions is imperative. Participation as an audience member is also vital to the success of all. Attendance will be checked at the beginning of each class period and participation monitored throughout.

Please realize that if you miss class the day you are expected to present a speech, you will not be allowed to make up the speech on a subsequent date, unless you have a written doctor’s excuse AND have contacted the instructor before the missed class.
ATTENDANCE POLICY: Students enrolled for credit or audit are expected to attend all class sessions...non-attendance results in lost participation points: 10 points subtracted for every absence. A student with excessive absences (15% of total class hours) may be dropped by the instructor. Missing 5 or more classes constitutes 15%.

FOR EQUAL ACCESS ACCOMMODATIONS (Americans with Disabilities Act-ADA)

Students with documented disabilities who need special accommodation in the classroom should contact Jeanne Lujan at 925-8910 or jmlujan@unm.edu. Qualified students with special learning needs are encouraged to notify the instructor at the beginning of the class about any specific assistance that may be required to support the student’s learning. It is the instructor's intent to assist qualified students with special learning needs by making course accommodations that will insure a successful learning experience for the student.

FOR EVERYONE

The Learning Center provides drop-in or by-appointment academic help: 925-8907
The AGORA Crisis Center is available as a whole-life listening and referral service: 277-3013

SCHEDULE and ASSIGNMENTS

Week 1: Aug 18/20 Overview, ICEBREAKERS
Week 2: Aug 25/27 ICEBREAKERS, INTRODUCTIONS
Week 3: Sept 1/3 INTRODUCTIONS
Week 4: Sept 8/10 Critiquing, STORYTELLING
Week 5: Sept 15/17 STORYTELLING
Week 6: Sept 22/24 Speaking to Inform, Outlining
Week 7: Sept/Oct 29/1 INFORMATIVE SPEECHES
Week 8: Oct 6 INFOMATIVE SPEECHES
Week 9: Oct 13/15 DEMONSTRATION or JOB-RELATED SPEECHES
Week 10: Oct 20/22 DEMONSTRATION or JOB-RELATED SPEECHES
Week 11: Oct 27/29  Persuasion
Week 12: Nov 3/5    PERSUASIVE SPEECHES
Week 13: Nov 10/12  PERSUASIVE SPEECHES
Week 14: Nov 17/19  IMPROMPTU SPEECHES
Week 15: Nov 24     STUDENT'S CHOICE SPEECHES
Week 16: Dec 1/3    STUDENT'S CHOICE SPEECHES
Finals Week: Dec 8/10  FINAL: TRIBUTE SPEECHES, Potluck

Speech Outlines and listed sources (Works Cited) are due no later than the day of your speech. Early turn-in is encouraged.

"Speech is power: speech is to persuade, to convert, to compel."
Ralph Waldo Emerson