

## COMM 1130-503: Public Speaking

### I. GENERAL INFORMATION

Instructor: Crys LaCroix  
Office Hrs: Mondays, 1-2 via Zoom & by Apt.  
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Term: Spring 2026  
Credit Hours: 03  
Modality: Fully Online

### II. INSTRUCTOR BIO

I received my Bachelor of Art (B.A.) in English, with minors in Communication Studies and Women, Gender and Sexuality Studies from Southern Illinois University, my Master's Degree in Communication Studies at Southern Illinois University, and have completed three years at the Ph.D. level studying Intercultural Communication at the University of New Mexico. I currently teach at three different universities: The University of New Mexico-Valencia branch, Central New Mexico Community College, and Tulsa Community College. I have taught, and continue to teach, a variety of courses including Public Speaking, Introduction to Communication, Interpersonal Communication, and Business and Professional Communication. My teaching background includes teaching in numerous modalities, including traditional face-to-face courses, hybrid online courses, and fully online courses.

My commitment to you throughout the semester is that I will be an approachable instructor who has developed well-organized, interactive, and engaging course content. I need you to commit to the course as well. My expectations are that you will communicate with me if you have questions or are needing support. Additionally, my hope is that you will complete thorough coursework that demonstrates your knowledge of the course content.

Thank you for enrolling in my course. I am excited to have you as a student and looking forward to getting to know you better.

### III. WHY TAKE THIS COURSE?

**Public Speaking** is a basic public speaking course designed to help you develop skills in presentational speaking appropriate to a variety of communication contexts; to become more comfortable communicating in all kinds of life situations; and to develop the capacity to analyze and evaluate the presentations of others as well as to evaluate their own. You will heighten your skills in researching and developing speech content and creating a variety of speech types including informative, persuasive, and demonstrative speeches. You will also learn to improve your verbal and nonverbal presentation skills, paying attention to public speaking skills like increasing eye contact and successfully using nonverbal cues to convey confidence.

### IV. WHAT BOOKS OR MATERIALS WILL I NEED?

- **Required Textbook:** Meade, L. **Making the World A Better Place One Speech at a Time.** This is a free, open education resource textbook. You can access the link to it on canvas, in the week 1 module.
- **Internet Access:** I will use Canvas to supplement this course. To access your grades, assignments and quizzes, navigate to <https://canvas.unm.edu/>
- **A camera to record your videos** on. Two of the speeches you produce throughout the semester will be recorded and uploaded to Canvas. To complete these assignments, you can use a phone camera, an actual camera, or your laptop camera. Note that I am not concerned about the video quality, so long as I can see and hear you clearly.

## V. WHAT WILL I LEARN IN THIS COURSE?

1. Demonstrate effective and ethical speech preparation, including planning, research, forms of elaboration, critical and creative thinking, organization, research, outlining, audience adaptation, and speech introductions and conclusions.
2. Describe and interpret the theoretical framework behind public speaking.
3. Demonstrate critical thinking skills when examining arguments, sources, processes, etc.
4. Apply appropriate presentational skills across a variety of contexts, ranging from interpersonal, to the workplace, to formal encounters.
5. Evaluate and critique a variety of presentations including classmates and student's own presentations, in order to become a more effective speaker and audience member.
6. Demonstrate effective speech delivery through use of language, nonverbal elements and the creation of presentation aids.
7. Develop impromptu and extemporaneous delivery skills.
8. Manage presentation anxiety.

## VI. WHEN ARE ASSIGNMENTS DUE?

Please see the weekly schedule attached to this syllabus.

Note: This is a tentative schedule. Any changes made to the schedule will be announced ahead of time in Canvas and via email. I will do my best to adhere to this schedule, but occasionally there are extenuating circumstances that must result in a change.

Note: This is a three-credit-hour course delivered in an entirely asynchronous online modality over eight weeks during the fall 2025 semester. Please plan for a minimum of 18 hours per week to learn course materials and complete assignments.

## VII. WHAT WILL I NEED TO DO?

Your successful completion of this course will depend on your weekly self-guided learning activities (completing the readings, preparing for the quizzes, reviewing the PowerPoints and lectures) and completing the following specific assignments:

- You will create a **YouTube account**.
- **You will upload all four of the course-required speeches to this YouTube account throughout the semester.** You **MUST** contact me early in the semester if you are having trouble uploading videos to YouTube. If you wait until the last few weeks of the class to report this to me, I will not accept any late work.
- If you have privacy concerns related to having a YouTube account, you can set all of your videos to "unlisted." Only the recipient of your video links will be able to see them.
- **You must be fully present during the entire duration of your video recordings.** Voiceovers, vlogs, and videos that consist of interviewing other people for the duration of your speeches are not appropriate, and will result in receiving a zero.
- The four speeches types you must complete are listed below:

**A. SPEECHES:** Four graded speaking assignments. **Specific criteria for each assignment are detailed on Canvas**

#1: Introduction Speech: 2-3 minutes—15 points

Due: Week 2

#2: Informative Speech: 4-5 minutes— 50 points

Due: Week 4

#3: Persuasive Speech: 6-7 minutes— 75 points

Due: Week 6

#4: Special Occasion Speech: 4-5 minutes— 40 points

Due: Week 8

**B. OUTLINES (WITH REFERENCES):** Three typed speaking outlines, with a reference page (in APAP format) must be turned in for presentations 2-4. I will not accept late or handwritten work. Outlines not turned in during the day of your presentation will be considered late.

**C. CLASS ACTIVITIES:** There are six class activities that you will submit throughout the semester. **Your completed activities will be submitted to Canvas by Sundays at 11:59 P.M.**

**D. SYALLBUS QUIZ:** Used to facilitate your understanding of the syllabus content.

**E. DISCUSSION BOARD POSTS & PEER RESPONSES:** You will post to two different discussion boards. On both occasions, you must respond to two peers.

**F. PEER FEEDBACK EVALUATION ASSIGNMENTS:** You will give written feedback to two of your peers for their introduction, informative and persuasive speeches.

All assignment guidelines, rubrics, documents and droboxes are located in canvas.

**A note about Attendance:** Students enrolled for credit, credit/no credit, or audit are expected to submit all assignments and complete courses tasks on a regular basis according to deadlines. Attendance in this online course will be tracked through the timely completion of assignments and participation. Simply logging into Canvas does not constitute attendance. Students who do not submit an assignment, login or participate during the first week of class may be dropped from the course. A student with excessive missed assignments may be dropped from the course. Missing 5 or more of assignments assigned constitutes excessive missed assignments.

### **VIII. HOW WILL I BE GRADED?**

The final grade for this course is based on the accumulation of points, with the maximum of **330 points**. Each assignment completed is worth the following maximum number of points:

<b>Assignment</b>	<b>Points</b>
Presentation #1 Introduction Speech	30
Presentation #2 Informative Speech	100
Presentation # 3 Persuasive Speech	120
Presentation # 4 Special Occasion Speech	70
1 Syllabus Quiz	10
6 Activities (6 @ 10 points each)	60
Post to two DB's & respond to 2 peers (2 @ 10 points each)	20
3 Peer Feedback Evaluation Assignments (3 @ 20 points)	60
4 Speech Element Assignments (2 @ 15 points)	30
<b>Total Points</b>	<b>500</b>

## Grading Rubric

97-100%=A+	73-76%= C
93-96%= A	70-72%=C-
90-92%=A-	65-69%=D+
87-89%=B+	60-64%=D
83-86%=B	<60%= F
80-82%=B-	
77-79%= C	

**Core Requirement:** Public Speaking is a core university requirement, and in order to receive credit, a student must pass the course with a grade of C or higher. Earning a C- or lower will necessitate repeating the course.

## **IX. HOW CAN I REACH YOU?**

**Course Messages:** Course messages, not email, are the way I will communicate with you. Course messages allow me to keep all communication organized by course, which is necessary because I am teaching several courses. However, if course messages are not working or you are experiencing technical difficulties, you can e-mail me. Please include the course number and section somewhere in the e-mail content so that I know which class you are in, and can help you.

**Response Times:** Please allow 24-48 hours for me to respond to your message. If I do not respond to you within that time frame, do message me again. Note that on weekends I do not work and will not check my messages. If you foresee needing help with an assignment or having a question over the weekend, please message me on Fridays by 5 P.M. and I will get back to you.

**Weekly Reminders:** Every Monday, I will send a course message to all members of the course. This message will include reminders about what is do for the week, including all readings that need to be completed; what videos I expect students to watch; and what assignments are due. Overview of the assignments will include general reminders about my expectations for the assignment(s), what date and time they are due, and include information about any relevant resources needed to complete the assignments. Please check these messages every week.

## **X. WHAT IS THE LATE WORK POLICY?**

Generally, I do not allow late work. However, this semester I am implementing the Stuff Happens Policy. Throughout the semester, you will be allowed to message me two times, letting me know that something happened (you don't have to tell me what it was) that prevented you from completing an assignment on time. You will be allowed to turn in work late two times throughout the semester. I will keep track of how frequently you have used the Stuff Happens Policy, and **once you exceed your two-time limit, you will not be able to turn in any more late work.**

A few caveats:

- If you reach out to me asking to use the Stuff Happens Policy, you must complete the late work within two weeks.
- **The final date that you can turn in late work via this policy is Monday, March 9 BY 11:59 P.M. I cannot accept any late work beyond this date.**

## XI. WHAT ARE THE TECHNOLOGY REQUIREMENTS?

- A high-speed Internet connection is highly recommended.
- Supported browsers include: Firefox, Chrome, Microsoft Edge and Safari.
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can **greatly** affect performance. Many locations offer free high-speed Internet access including [UNM's Computer Pods](#).
- Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page: <http://it.unm.edu/software/index.html>)

## **XII. ACCOMMODATIONS**

UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have full access and opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable accommodations for this class and/or program, please contact the UNM-Valencia Equal Access Services (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [sjclawson@unm.edu](mailto:sjclawson@unm.edu). Also available is the Accessibility Resource Center at UNM-Albuquerque at [arcsrvs@unm.edu](mailto:arcsrvs@unm.edu) or 505-277-3506.

**XIII. UAP 2720 and 2740** Our classroom and university should foster mutual respect, kindness, and support. If you have concerns about discrimination, harassment, or violence, please seek support and report incidents. Find confidential services at LoboRESPECT Advocacy Center, the Women's Resource Center, and the LGBTQ Resource Center. UNM prohibits discrimination on the basis of sex (including gender, sex stereotyping, gender expression, and gender identity). All instructors are "responsible employees" who must communicate reports of sexual harassment, sexual misconduct and sexual violence to Compliance, Ethics and Equal Opportunity. For more information, please see UAP 2720 and UAP 2740.

## **XIV. ACADEMIC HONESTY**

All work is expected to be original. Cheating and/or plagiarism, including the use of AI, will result in a zero for the assignment. This applies to team, as well as individual, assignments. If you plagiarize, you will not be allowed to turn in the assignment again: you will have a zero for the assignment, fullstop. The members of a team are all equally responsible to assure that team assignments are not plagiarized.

## **XIV. END OF THE SEMESTER PANIC:**

I often have students reach out to me in the final few days of class requesting accommodations, flexibility, last minute due-date changes, or letting me know last minute that an emergency happened earlier on in the semester. **Please note that I do not accommodate the majority of these requests.** If you experience any kind of difficulty throughout the semester that affects your performance as a student, you must notify me immediately. I am willing to work with you as soon as I know what is happening. However, if you reach out to me in the final few weeks of class alerting me to an issue that happened much earlier in the semester, I will likely not be able to accommodate you. **It is your responsibility as an adult and a student in this course to communicate with me about your needs, when those needs arise.** Essentially, communicate with me often, and I'll be happy to work with you!

Supports:

LoboRESPECT Advocacy Center (505) 277-2911 can offer help with contacting faculty and managing challenges that impact your UNM experience.

### SCHEDULE OF ASSIGNMENTS/READINGS

This schedule is subject to change. You are responsible for reading all assigned textbook chapters.  
**\*\*All assignments are due on Sundays (except for the demo speech) by 11:59 P.M via Canvas Submissions\*\***

DATE	CLASS TOPIC or ACTIVITY	ASSIGNED READING	ASSIGNMENTS DUE
<b>Week 1</b> 1/19-01/25  <b>MLK Day</b> <b>Monday, 1/19:</b> <b>No Classes</b>	An Orientation to Public Speaking	Read the course syllabus	Complete the Speaking Assessment ( <u>Activity #1</u> )  Complete Syllabus Quiz  Post to Discussion Board & respond to two peers.
<b>Week 2</b> 01/26-02/01	Presenting your First Speech	Chapters 1-3	<b>Submit Introduction Speech</b>
<b>Week 3</b> 02/02-02/08	Developing your Speeches	Chapters 4 & 35	Complete the Introduction Speech Reflection ( <u>Activity #2</u> )  Complete the Informative Speech Preparation Assignment ( <u>Activity #3</u> )  Complete the Peer Feedback Evaluation Assignment  Speech Element Assignment # 1: Using Visual Aids
<b>Week 4</b> 02/09-02/15	Organizing your Speeches	Chapters 5 & 8	<b>Submit Informative Speech</b>
<b>Week 5</b> 02/16-02/22	Understanding the Principles of Persuasive Speaking	Chapters 10 & 26	Complete the Informative Speech Reflection ( <u>Activity #4</u> )  Complete the Persuasive Speech Preparation ( <u>Activity #5</u> )  Complete the Peer Feedback Evaluation Assignment  Speech Element Assignment # 2: Using Movement & Gestures
<b>Week 6</b> 02/23-03/01		Chapter 17 & 23	<b>Submit Persuasive Speech</b>

<b>Week 7</b> <b>03/02-03/08</b>		Read the Demonstrative Speech Guidelines & Review the Demonstration Speech Resources Link	<p>Complete the Persuasive Speech Reflection (Activity #6)</p> <p>Complete the Peer Feedback Evaluation Assignment</p> <p>Post to the Special Occasion Speech Discussion board (<u>Wednesday, 03/04</u>).</p> <p>Respond to Two Peers in the Special Occasion Speech Discussion Board (<u>Sunday, 03/08</u>).</p>
<b>Week 8</b> <b>03/09-03/14</b>			<b>Submit Special Occasion Speeches by Saturday, March 14 by 11:59 P.M.</b>