



Syllabus for Comm-1-E3997

Course Information

Semester & Year: Summer, 2022

Course ID & Section #: Comm-1-E3997

Instructor's name: Timothy Pearson

Day/Time of required meetings: M T W Th, 10 – 11:30 am

Location: HU 215

Course units: 3

Instructor Contact Information

Office hours: By appointment

Email address: Timothy-Pearson@redwoods.edu

Catalog Description

Students will learn theories and techniques of public speaking, focusing on audience analysis, logical organization, and ethical speaking practices. Students will engage in critical analysis and research of socially significant issues. They will outline and deliver informative and persuasive speeches, based on their research.

Course Student Learning Outcomes *(from course outline of record)*

1. Research, construct and deliver effective informative and persuasive speeches using accepted classical and rhetorical practices, models and theories of communication.
2. Critically analyze oral communication, both as speakers and listeners.
3. Demonstrate ethical responsibilities in the communication process, including issues such as diversity, credibility, authority, and academic honesty.

Prerequisites/co-requisites/ recommended preparation

[If applicable]

Accessibility

College of the Redwoods is committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students \(DSPS\)](#). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1st floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation

request to your instructor at least one week before the needed accommodation so that necessary arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the [Student Information Update form](#).

Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email its@redwoods.edu or call 707-476-4160

Canvas Help for students: <https://www.redwoods.edu/online/Help-Student>

Canvas online orientation workshop: <https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources>

Course Overview: This course will focus on speech preparation and delivery skills. Some of the topics that will be studied include topic and purpose selection, research and organization of materials, language choices, audience analysis, listening skills, and strategies and ethics of persuasion. You will develop skills in topic research, constructing and outlining speeches, delivering traditional informative and persuasive speeches, and using visual aids. The main goal of this class is to give you an understanding of the processes involved in public speaking and a chance to develop your skills through the practical application of this understanding.

Remember that this course is an introduction to public speaking, which means that you are not expected to have had any public speaking experience before taking the class. Even the thought of public speaking is anxiety producing for most people; therefore we will address some of the most effective ways to manage your anxiety. Keep in mind that it is much worse from the inside looking out than from the outside looking in. The audience will rarely be able to detect your nervousness. Taking a public speaking class is a great way to increase your confidence and preparedness in public speaking situations.

Textbook: Comm 1 uses an open source textbook, available online for free.

[https://socialsci.libretexts.org/Bookshelves/Communication/Public_Speaking/Public_Speaking_\(The_Public_Speaking_Project\)](https://socialsci.libretexts.org/Bookshelves/Communication/Public_Speaking/Public_Speaking_(The_Public_Speaking_Project))

Additional required resources

- **Hardware:** Students should have access to a **reliable computer, printer** and **internet connection** (ideally high speed internet) to access course resources and submit assignments, complete the reading quizzes, and the unit exams. Per the College of the Redwood's web page: Altice-Suddenlink is offering households with students in its service area that don't currently have internet access **free** broadband for 60 days. At the end of the 60-day period, customers could elect to continue for \$14.99 a month or disconnect. Interested households can call (888) 633-0030 or visit [their website](#).
- Students lacking computers can contact [College of the Redwoods EOPS](#). EOPS also offers a book voucher for the bookstore, a textbook lending library, transportation assistance in the form of bus passes and gas cards and additional counseling/advising and free tutoring. Students can complete an application online at the web page above.

- Students needing laptops can also check with the [College of the Redwoods library](#) who have Chromebooks and other devices available for semester loan to students. Students should contact the library by phone (707-476-4260) or [email](#) to be placed on a waiting list. There is no charge, but computers will be issued on a first-come, first-served basis. Library staff will call back to arrange pickup during specified hours. In addition, both the Eureka Library and the Del Norte Center will have a very limited number of computers available for student use (by appointment only; please call in advance to make arrangements).

• **Software:**

- **Canvas** - This course uses an online Learning Management System (LMS) called **Canvas**, which is provided by the college. To get to the class you will need to log in to: redwoods.instructure.com/login and select "COMM 1" and our class section.
 - Your login name will be your first initial, last name, last three digits of your student I.D number (sgarcis567), your password is your eight-digit date of birth (06031996) "
- **Canvas App** - If you have a smart phone or a tablet there is a free Canvas app through the Apple store or an app available [here](#) for Android devices.. The Canvas App can be used for some functions, but you should not rely on a mobile device to complete all of the course requirements. A computer is required to successfully complete this course.
- **Microsoft Word** compatible software - In this course you will need to open and/or create Microsoft Word compatible documents. All students at CR have access to a [free Microsoft 360 account](#) There are also other free software options available such as [Google Docs](#) or [LibreOffice](#) and many more. If you use Pages for Mac, you will need to export your files in one of the above formats.
- **Adobe Acrobat** Reader – A free [Adobe Acrobat PDF Reader](#) is available which will allow you to open and read PDF files.

Technology Skills: Students should be able to navigate the course learning management system (website) and external websites, open and download files, use a word processor with either Microsoft Word (.docx) or compatible software, and be able to convert files to rich text format (.rtf) or portable document format (.pdf) and submit files to the class website. It is the student's responsibility to meet the technological demands of the course.

Tech Support: As an instructor, I am available to assist you with course content and assignments, but my role does not include technical support. However, you should let me know if you are having technical difficulties that affect your participation in the course so that I know how to best support you, and if needed work out a short-term accommodation. Before contacting Technical Support please visit the [Online Support Page](#).

For password issues with Canvas, Web Advisor or your mycr.redwoods.edu email, [contact](#) Technical Support at or call 707-476-4160 or 800-641-0400 ext. 4160 between 8:00 A.M. and 4:00 P.M., Monday through Friday.

Recommended Preparation: This course carries with it U.C. and C.S.U. equivalent transfer units. Students must be able to meet college-level reading and writing standards to successfully complete the course. Therefore, it is strongly recommended that students will have successfully completed English 102 or 150 or equivalent, or be eligible to enroll in English 1A or equivalent.

Student Resources: (student services links)

- [Academic Support Center](#) (and testing center) ○ [Counseling Services](#) ○ [Distance Education](#) ○ [DSPS](#) (Disabled Students Programs and Services) ○ [Library](#) (including online databases) ○ [Orientation for online students](#) ○ [Student help and tutorials for using Canvas](#) ○ [Support for online students](#) ○ [Veterans' Resource Center](#)
- [Writing Center](#)

Communication Guidelines: Effective communication is essentially about being "other oriented" and at minimum showing respect for both yourself and the other person. This class requires that students demonstrate mutual respect in their interactions. Most people experience a significant amount of anxiety related to public speaking. As an academic community we share a mutual responsibility to create and maintain a supportive classroom environment where students feel safe to speak out and apply new communication skills.

You need not to agree with every comment or argument that is made in the class, either by your peers or myself. However, it is expected that you will be respectful of those with different opinions and perspectives than your own. Listen attentively

when others are speaking, ask questions, and speak up when you have something to add to the discussion. Avoid creating “noise” or distractions for others.

Office Hours and Communication with Instructor: Please contact me if you have any questions, concerns or need any assistance with the class – and don’t wait until you get behind or are overwhelmed. Even if you don’t need any specific assistance on an assignment, please feel free to log in and introduce yourself or discuss your education interests.

The most effective way to communicate with me is by email. You may write me directly: Timothy-Pearson@redwoods.edu, or use Canvas email for personal student-teacher communication. To access the email system in Canvas click on the “Inbox” link on the left dark grey bar to bring up your Canvas email. Clicking on the person icon in the “To:” address bar will allow you to choose the course, student or teacher, and then the person that you would like to email. Click on COMM 1, teacher, and choose my name, Timothy Pearson. Type a message in the message area and click send to send your message.

General Class Behavior: Take responsibility for your own learning by attending virtual meetings, reading the materials, completing the assignments, and opening yourself up to new ideas and ways of communicating. Don’t appear stoned, drunk or otherwise chemically altered; we realize that especially during these times, “casual” can take on drastic new meanings, but for this class, we will expect and demonstrate the same respect and decorum we would see in person. Show common courtesy to others in this class. Don’t waste our time by presenting illprepared, sloppy speeches. As above, if you need additional help, please ask! I am absolutely here to assist you in any way necessary.

Written Work

All papers should be typed, one and a half or double-spaced; Times New Roman or Arial; 12point font; 1” margins, and formatted using MLA style guidelines. All written work requiring sources outside the text must be cited properly using in-text and end-of-text citations. The CR library site offers citation resources and there are resource librarians who will answer questions in person, by phone or email. The Purdue Online Writing Lab is also an excellent resource. Please be sure to carefully edit all papers for spelling, grammar, punctuation and organization. Mechanical aspects of writing will be taken into account for grading purposes.

Language/content disclaimer: During this class I may post film clips that contain some profanity, violence, and/or suggested sexual content. These films will be used to offer practical application of concepts, theories or ideas discussed in class and textbook.

Note: I reserve the right to establish additional policies, as I deem necessary to provide you with the best learning environment possible.

Grading

Percentages will be calculated by taking the total points earned in the course and dividing by total possible points (100).

A: 92 – 100	A-: 89 – 91	B+: 86 – 88
B: 82 – 85	B-: 80 – 81	C+: 77 – 79
C: 72 – 75	C-: 70 – 71	D+: 66 – 69
D: 62 – 65	D-: 60 – 61	F: 59 and below

Plagiarism

Do not copy any written, visual, or oral information and claim it as your own. This includes lessons or lecture notes, information from the textbook, and other books or resources, and digital sources such as websites. Your contributions to the activities and assessments in the course must represent your own work. If you incorporate the work of others into your written or oral communication, you need to cite the work of others. If I suspect you of plagiarism, your work will be submitted to Turnitin.com to ascertain any matches to existing work. Students that plagiarize information will at minimum receive a failing grade on the plagiarized assignment, and be turned in to the division dean and the student conduct officer and/or team. Plagiarism will put students at risk of failing the course.

Assignments (with grade weights)

Quizzes (10x1) 10%

Smaller Assignments (8 x 1.25) 10%

Smaller assignments include an outlining activity, two self-evaluations, four video responses and a commercial analysis. I will issue specific instructions for each.

Speech 1 (Introductory, 2-3 minutes) 10%

This 2-3 minute speech is designed to serve as an ice-breaking speech for you and your audience. The speech will inform your classmates about a personal accomplishment, goal, value, belief or some other significant aspect of your life and personality. This speech should allow the audience to get some feeling for who you are and what you are about.

Speech 2 (Informative, 5 minutes) 15%

Select a place you have never visited. You are going to research this place in order to give an informative speech to potential visitors about the three most important places or things of interest that a tourist would want to see and/or experience.

Speech 3 (Persuasive, 7 minutes) 20%

For this speech, your argument may concern and issue of fact, value or policy – your choice. Make sure that your introduction features the necessary components (get attention, announce topic/thesis statement, preview support). You should state or otherwise indicate who your audience is (and thus their disposition toward the topic) and demonstrate strategic adaptation to that audience.

Speech 4 (Special Occasion, 3 minutes)

15%

Choose an event – an award ceremony, a graduation, a retirement, a wedding etc. – and craft a short speech commemorating the event and celebrating the participant(s). The usual rules of organization (3 part introduction, research) are not important here. The significance of this speech revolves around a commemoration of the situation and the congratulatory focus on the personal subjects.

TV Commercials (2 minutes each, 2 x 10)

20%

You are to create two original advertisements of between one and two minutes, film them and post them on YouTube. One will be a public service announcement. The other commercial may be for an existing or imaginary product or service, however if for an existing one, the commercial itself must be original, NOT a variation on one already aired. You do not have to appear on camera, but you must speak, and the words must be original. While you may involve students from outside of class, your own work must be evident. This speech must incorporate an approved visual aid, and your use of that aid should demonstrate the sort of strategic proficiency discussed in class; it should augment your argument, not distract.

OUTLINES AND BIBLIOGRAPHIES (MLA STYLE) MUST BE SUBMITTED AT TIME OF SPEECH. FAILURE TO SUBMIT OUTLINE AND BIBLIOGRAPHY IN PROPER FORMAT WILL RESULT IN A 10 POINT PENALTY.

General Guidelines for Speeches: Review the assignment sheet for speaking assignments to ensure that you have met all the requirements before submitting an outline or delivering your speech. It is important that you conform to the time limit given for a particular assignment. Time limits are factored into the speech grade. To make sure that your speech conforms to the specified time limit, you should practice your speech, out loud and standing up, and time it before delivering to the class for a grade. Detailed rubrics which itemize and quantify grading criteria will be distributed before each speech.

Reading: Reading should be completed by the date on which it is listed on the schedule in the syllabus. Lectures and class activities are based upon the expectation that you have done the reading are familiar with the material. Be sure to view recorded lectures and take the quizzes for each chapter on Canvas.

Due Dates: You will need to turn all assignments in on time according to the due dates listed in the syllabus schedule in order for the assignment to be eligible for full points.

- Due dates and submission requirements are indicated on the schedule. Assignments uploaded after the class period in which they are due will not be accepted unless you have made prior arrangements with me before the due date (and this usually will result in a grade penalty).
- Occasionally circumstances arise which are truly extenuating, meaning usual, unanticipated and **completely** beyond your control. Should such circumstances occur and cause you to miss a due date you please contact me as soon as possible. Procrastination doesn't make these situations better.

Written Work: All papers should be typed, double-spaced; Times New Roman or Arial; 12point font; 1" margins, stapled if more than one page, and formatted using MLA style guidelines, including works cited pages and in text citations. Please be sure to **carefully edit all papers** for spelling, grammar, punctuation and organization. Mechanical aspects of writing will be taken into account for grading purposes.

Course Schedule

<u>Week</u>	<u>Date</u>	<u>Topics & Activities</u>	<u>Assignments, Readings, Due Dates</u>
1	May 31 – June 3	By Tues: Read orientation info & textbook Ch. 1, "Introduction"; Ch. 4, "Listening";	By Tuesday: Read first Speech Assignment (on Canvas) By Thursday: Reading Quizzes: Chs. 1, 4 (Canvas) By Sunday: Post introductory speech topic.

2	June 6 – June 10	<p>By Monday: Read Ch. 7, “Supporting Your Ideas.”</p> <p>By Tuesday: Read Ch. 8 “Organizing and Outlining” and Ch. 15 “Informative Speaking.” View posted lectures, Chs. 8 & 15.</p> <p>By Wednesday: View “First World Problems,” Sarah Kwon.</p> <p><u>On Thursday: Deliver Speech #1: Introductory Speech</u></p> <p>By Friday: Topics for Speech due, please submit via e mail.</p>	<p>By Tuesday: Have first speech prepared for delivery.</p> <p>By Wednesday: Complete source validity assignment. Reading Quiz: Ch. 8, 15. Complete: outlining activity. By Friday: Read: instructions for informative speech. Reading Quiz: Ch. 7. Post to discussion board about informative speech topic.</p> <p>By Sunday: Post response to Kwon speech.</p>
3	June 13 – June 17	<p>This week: Extended office hours for individual consultation about informative speech; be prepared to discuss speech in detail, in particular thesis, support, audience and sources.</p> <p>By Tues: View “The Birds and the Weaves,” Jordyn Allen.</p>	<p>By Thursday: Submit draft of outline for Informative Speech</p>
4	June 20 – June 24	<p>On Thursday: <u>Deliver Speech #2: Informative Speech</u></p> <p><u>Public Service Announcements</u></p> <p>By Friday: View “Dumb Ways to Die,” “Your Brain on Drugs,” “Keep American Beautiful.”</p>	<p>By Thursday: Have speech prepared for delivery</p> <p>By Thursday: Discussion post responses to PSA’s.</p> <p>By Friday: Read instructions for PSA assignment.</p> <p>By Sun: Final draft of speech outline due</p>
5	June 27 – July 1	<p>Persuasive Speaking</p> <p>By Wednesday: View “Implications of Social Networking,” Colt Scott.</p> <p>By Friday: Read Ch. 16, “Persuasive Speaking.” View posted lecture, Ch. 16.</p>	<p>By Friday: Take quiz (Canvas) logical fallacies.</p> <p>By Thursday: Discussion post.</p> <p>By Friday: Post PSA assignment, post response to Scott.</p> <p>By Saturday: Take Quiz (Canvas), Ch. 16. By Sunday: Self Evaluation for Informative Speech due.</p>

6	July 5 – July 8 (July 4: Holiday)	<p><u>Advertising</u></p> <p>By Monday: Read Ch. 5, “Audience Analysis.”</p> <p>By Friday: Read Ch. 13, “Visual Aids.” View posted lecture, Ch. 13.</p>	<p>By Monday: Read instructions for product commercial.</p> <p>By Wednesday: Take Quiz (Canvas), Ch. 5.</p> <p>By Thursday: Discussion post, submit commercial analysis assignment.</p> <p>By Friday: Read instructions for Persuasive Speech.</p>
7	July 11 – July 15	<p>By Tuesday: Have topic, audience, visual aid chosen for persuasive speech.</p> <p>This week: Extended office hours for individual consultation about persuasive speech; be prepared to discuss speech in detail, in particular thesis, support, audience and sources.</p>	<p><u>By Monday: Post commercial assignment.</u></p> <p>By Wednesday: Take Quiz (Canvas) Ch. 13.</p> <p>By Thursday: Discussion post, submit topic choice for Persuasive Speech, including visual aid and audience.</p> <p>By Friday: Submit outline draft for persuasive speech.</p>
8	July 18 - 22	<p><u>Deliver Speech #3: Persuasive Speech</u></p> <p>By Tuesday: Read Ch. 17, “Special Occasion Speaking.”</p>	<p>By Tuesday: Have speech prepared for delivery.</p> <p>By Wednesday: Take quiz, Ch. 17</p> <p>By Wednesday: Discussion post</p> <p>By Friday: Submit topic for Special Occasion speech. Submit response to <u>two</u> of the viewed speeches.</p> <p>By Saturday: Read instructions for Special Occasion speech.</p> <p>By Sun: Final draft of speech outline due</p>
FW	July 26 - 29	FINALS WEEK	<p>By Monday: Submit self-evaluation for Persuasive Speech.</p> <p>By Wednesday: Final Discussion posting – final thoughts and goodbyes.</p> <p><u>By Thursday: Submit Speech #4 (Special Occasion speech).</u></p>

