

Speech 101 SYLLABUS Jeanne Dunphy – keynkitu@aol.com - 323-953-4000 ext. 2967 – Communications 190

Text: BUILDING A SPEECH Fifth Edition Custom Edition for Los Angeles City College– Sheldon Metcalfe

Grade Breakdown:

Discussion 10%

Démonstration 10%

Informative 10%

Persuasive 10%

Midterm 10%

Final 10%

T.V. Presentation 10%

Attendance 10% See attendance policy at the end of syllabus

Written 20%

Week One:

Introduction to course/Speech Communication Transactions and Interviewing

Text: Unit I

Week Two

Speech Interview Presentations & Introduction to Discussion

Text: Chapter 18

Week Three

Lecture - Discussion – Research principles – Library (Computer use) tour

Text: Chapter 7

Week Four

Discussion Groups –

To be turned in after discussion: Agenda outline of each person's findings and conclusions regarding the topic.

Follow the reflective thinking steps listed on pages 349-351 – outlined on page 18-2. - (sample outline found on page 18-5) a in your text. A bibliography of ten sources is required Turn in 18-4 or 18-3 in your text for evaluation purposes.

Week Five

Remaining discussion groups

Week Six

Introduction to Public Speaking –

Text: Chapters 6, 8, 9, 10, 11, 12, 13, 14 will be covered this week.

Week Seven:

Demonstration Speeches Time limit: 7 – 10 minutes. To be turned in before or after the speech, full content outline - example pg. 187-189. Evaluation sheet from text -14-1 must be turned in prior to speaking

Week Eight:

Remaining demonstration speeches

Week Nine:

Impromptu speeches and Review for Midterm

Midterm will cover all chapters of the text studied through this week.

Week Ten:

Midterm/Speaking to inform

Week Eleven: Informative speeches. Time limit: 5 to 7 minutes. To be turned in after the speech: Speaker's outline (see pages 186-187) On note cards only! Speaker may not use a full sheet of paper for notes during the speech. Evaluation sheet – 14 – 2.

Week Twelve:

Remaining Informative speeches

Week Thirteen:

Persuasive Speaking -
Text : Chapter 15, & 16

Week Fourteen:

Persuasive Speeches – Time limit 5 to 7 minutes: Motivated Sequence outline. List the steps of the sequence in the margin. A seven source bibliography is required. (Motivated Sequence pattern is found at the bottom of pgs.321-323 - it will be explained in detail on Week Thirteen) Each speaker will use only three note cards in this speech.

There will be no oral critique for this speech. Each student will be writing a written critique of another student in the class. Each speaker will receive an instructor critique and a written critique from a student. Evaluation sheet - 16 – 2.

Week Fifteen:

TV Speeches: Time limit 1 minute

Special occasion speeches. On week fifteen the speaker will draw the type of speech they will deliver. A time limit of one minute will be set, speaker may go 5 seconds over or under their time limit. Each speaker will be given three chances – if needed – to perfect the speech for time or style. The best of the three presentations will be graded.

Text: Chapter 17

Week Sixteen:

Final exam

Note: A speaker may earn up to five points extra credit on any speech for effective use of visual aids.

The attendance and participation grade will reflect audience attention to student speeches. This grade will be lowered if a student gets up and leaves the room during a student speech, comes into the class during a speech, or talks to other students during a speech.

Cellular phones are to be turned off for the duration of the class. If a cellular phone goes off in class, one absence is assigned. If a cellular phone goes off during a student speech, two absences are assigned.

Once the attendance grade becomes an “F”, student conduct will begin to reflect upon the other grades.