

Imperial Valley College
Speech Communication Speech 100 CRN 20409
LAURA MOSIER

Email: laura.mosier@cox.net or laura.mosier@imperial.edu Phone: 760-355-5766
Office Hours: M-1:1:30PM T-Noon-1:30PM TR-Noon-1:30 F-6:45-8:15AM

Office: 316

Required Textbook

S.Metcalf Building a speech

Course Description

This course offers an opportunity for training in the fundamental processes involved in oral communication. The specific purpose of this course is to improve the process of communication. This is achieved through the application of concepts such as: research, organization, outlining/constructing, supporting materials, the preparing and delivery of speeches. Attention is given to the concepts of ethics and credibility and how they relate to the communication process.

Course Objectives

When you complete the course, you will:

- Have a basic understanding of the history of oral communication.
- Know how to select and research a topic.
- Know how to organize a speech.
- Understand the principles of ethics in speaking and listening.
- Sharpen your critical thinking skills.
- Improve your presentational skills.
- Know how to use supporting materials.
- Understand how persuasion works.
- Recognize and avoid using fallacies.
- Understand and appreciate the importance of audience analysis and adaptation.
- Know how to use visual aids for presentations.
- Be a competent, confident public speaker.

Student Learning Outcomes

At the completion of this course the student will be able to

- Deliver timed speeches before audiences and respond to audience questions.
- Use statistics, quotations, definitions and detailed illustrations as supporting materials in their speeches.
- Prepare and present a visual aid that illustrates a specific point.

Assessment Tool: Rubric, Test, Student Evaluation, Self-Assessment

Institutional Outcomes: ISLO1, ISLO2, ISLO3, ISLO4, ISLO5

Course Requirements

- Read assigned materials.
- Participation in class discussions and exercises.
- Develop a skeleton speech.
- Work in groups.
- Present an introductory speech.
- Develop one informative speech.
- Develop one persuasive speech.
- Present a Visual Aid as a speech.
- Do research on topics selected for presentations.
- Demonstrate ethical behavior in the classroom.
- Weekly exams.

ACADEMIC DISHONESTY AND STUDENT CONDUCT GUIDELINES:

Academic dishonesty includes, but is not limited to, plagiarism and cheating, both of which are defined below.

- Plagiarism is representing the work of others as one's own or paraphrasing closely from a source without giving proper attribution. This would include text, figures, charts, graphs or other such material that is not properly cited. The only exceptions to the requirement that sources be cited is when the information is common knowledge.
- Cheating is the intentional attempt or use of unauthorized material to obtain a higher grade than is deserved. Cheating includes, but is not limited to, communicating improperly with students during tests, copying from books, notes or "cheat sheets." Anyone violating the above academic dishonesty guidelines will receive a grade of an F for the assignment for which they were caught. A second violation will result in a grade of "F" for the course.
- Anyone who disrupts the learning process in the classroom will be asked to leave. Examples of disruptive behavior include, but are not limited to, the following: -Talking while the instructor or another person is addressing the class -Talking while students are making presentations. -Inappropriate non-verbal behavior e.g., leaving the classroom before the class is finished, etc.
- 4. Cell phones, ipods, computers and other electronic or battery operated devices are to be turned off before entering class.
- Leaving class early or arriving late will count as a partial absence. You will be dropped from the class if you miss more than two classes. Missing a speech assignment will count as a **double** absence. No make-up speeches will be offered.
- Scheduled tests will be given at the beginning of each class—tests will not be given to students who arrive late for class. No make-up tests will be offered.

Evaluation Procedures

Grading is determined on the following criteria:

Discussion / Participation	15%
In-class exercises	20%
Speeches	40%
Exams/Final	25%

Grades are determined by the points you EARN. The total points possible will be determined as the semester concludes. Usually, the amount ranges between 200-250 points, depending on the size of the class. All grades will reflect level of scholarship, initiative, attitude, cooperation and individual improvement demonstrated throughout the course. The following percentages illustrate the breakdown.

100-91%	=A Superior
90-81%	=B Above average
80-71%	=C Average
70-65%	=D below Average
64% or >	= F

Note: It is imperative that you attend each class and be fully prepared when you come to class.

Accommodations

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSPS) office as soon as possible. The DSPS office is located in the Health Sciences Building, room 2117. The telephone number is 355-6312.

I reserve the right to change the above schedule, as necessary. It is YOUR responsibility to know about, understand and adapt to any changes that may be made to this schedule.

Have a good semester!