

SPCH 1315 (Online) – Public Speaking
Spring 2024
Course Syllabus Class Addendum

Instructor Contact Information

Instructor	Donna Burnside, M.A. (I answer to Ms. Burnside)
Email	dburnside@lit.edu
Office Phone	409-951-5705
Office Location	Online Only
Office Hours Spring 2024	M&W 8:00 – 12:20 , T&R 8:00-12:30 noon

Course Requirements

1. Blackboard – You should check your Blackboard account 3-4 times per week.
2. LIT Email – You should check your LIT email regularly.

Additional Course Policies/Information

1. Academic Dishonesty (Cheating, plagiarism, etc.) will not be tolerated. On the first offense, you will fail the assignment. On the second offense, you will fail the class.
2. Student assignments are accepted solely on Blackboard. Work will not be accepted via email or in person. It is the student’s responsibility to learn to use Blackboard appropriately.
3. Blackboard training is offered to students at no cost.
4. No late work is accepted under any circumstances.
5. If you email the instructor during the week, the instructor has 24 hours to respond and on the weekend will be the following Monday.
6. Speech requirements are listed below. Failure to comply with all requirements on a speech assignment will result in a zero grade for that speech.
 - a. Students must submit:
 - i. Full-sentence/preparation outline
 - ii. Works Cited page
 - iii. Visual aid
 - iv. Speech video
 - b. The audience must have a minimum of 3 adult members. Failure to have all 3 audience members will result in a zero.

- c. Student speech videos must clearly show the front of the student and the 3 adult audience members throughout the entire speech. Failure to do so will result in a zero.
- d. Videos must be unedited. Edited videos will result in a zero.
- e. Videos must be correctly uploaded to YouTube with an “unlisted” or “public” privacy setting. If you set it to “private” I will not be able to view it and therefore it is as if you didn’t turn it in.
- f. Videos must be focused (not blurry, fuzzy, etc.) and must not have background noise such as babies, children, pets, TVs, cell phones, etc.
- g. Students are expected to dress appropriately for speeches. Please dress BUSINESS CASUAL if not, **will result in a letter grade penalty**. EX. (Polo Shirt and Khakis and not joggers). Sometimes in the online course people get “too comfortable” when speaking in their own homes. Wearing of ball caps, inappropriate clothing or chewing gum, not wearing shoes, etc. during a speech will result in a letter grade penalty. Remember this course is a college course and you are giving professional/formal presentations. Think about the impression your dress might make on your audience.
- h. You are expected to **WATCH** your videos. Watch them before you post to YouTube. Ask yourself “Is this my best work?” If not, you may have to record again. Do not let the first ‘take’ be the only time you do your speech. *You should practice many times before you ever bring in the audience and the camera.*
- i. Speeches that are read will be penalized up to 2 letter grades per speech. The goal of this class is to speak extemporaneously; well-researched, well-rehearsed, effective use **of notecards**, and overall well-prepared speeches are the expectation. Reading is not effective or acceptable.
- j. Speeches will receive a penalty if they are not in the assigned time limit. The penalty is 1 point per 5 second increment, over or under time.

Course Grading

Speeches: 40%

Introductory Speech (100 pts)

Informative Speech (100 pts)

Problem Solution Speech (100pts)

MMS Speech (Common Assignment)20%

Exams: 20%

Tests (100 pts) each

Homework/Participation: 20%

Library Assignment (50 pts)

Listening Report (100 pts)

Self & Peer Critique (50 pts)

Grade Sheet (This is for you to use to keep up with your grade in the class.)

Assignment	Possible Points	Points Earned
Introductory Speech	100	
Tribute Speech	100	
Informative Speech	100	
Problem/Solution Speech	100	
MMS Speech	150	
Library Assignment	100	
Listening Report	100	
Self/Peer Evaluation	100	
Exam 1	100	
Exam 2	100	
Attendance/Participation	100	
TOTAL/Final Grade	1150	

Tentative Class Schedule (subject to change at the instructor's discretion)

Week 1 Jan. 14-20	Orientation to the course-Read Syllabus & Addendum Note: Many documents and tasks must be read /completed thoroughly.
Week 2 Jan 21-27	Module 1, 2 read and complete (Test) Go over Introduction Speech Go over Delivery & Pointers
Week 3 Jan 28- Feb 03	<u>SPEECH 1</u> <u>Introduction Speech Due</u>
Week 4 Feb. 04-10	Chapter 3,4,5 Test <u>Outlining MLA Workshop</u>
Week 5 Feb. 11-17	<u>Library Assignment Due</u> , Chapter 6,7,12 Test, Go over Informative Speech Last day to drop WITHOUT academic penalty.
Week 6 Feb. 18-24	<u>Informative Speech and Outlines Due</u>
Week 7 Feb. 25- Mar. 02	Chapter 13,9,10 Test Go over MMS Speech
Week 8 March 3-9	<u>Listening Report Activity Distribute</u> Work on in class MMS Speech (F2F) <u>(Online) Monroe Motivated Sequence</u> <u>Speech Due</u>
Week 9 March 10-16	<u>Spring Break</u> <u>MMS Due</u>
Week 10 Mar. 17-23	Chapter 8 Test
Week 11 Mar. 24-Mar. 30	MMS Mar. 29 Good Friday Holiday
Week 12	Chapter 15 Test

Mar. 31-Apr. 06	Last day to drop WITH academic penalty.
Week 13 Apr. 07-13	Chapter 11 Test
Week 14 Apr. 14-20	Listening Report Due
Week 15 Apr. 21-27	Make sure all Chapter Tests are completed.
Week 16 Apr. 28- May 01	<u>May 1 Last Class Day</u>

May 2-8

Final Exam