

Updated: 7/23/2013

Master Syllabus

SPCH 1112 Speech

Instructor:

Office/Office Hours:

Phone:

Email:

Classroom:

Course Description: An introduction to the fundamentals of public speaking. Emphasis is on preparing and delivering informative and persuasive speeches. Prerequisite: ENGL 1010

*This course is part of the general education core.

Course Credits/Class Hours: 3/3 (Honors Option Offered)

Course Objectives: Once students successfully complete this course, they should be able to:

1	Present materials in a clear, logical sequence with well organized introduction, body, and conclusion.
2	Organize speech outlines using an acceptable format for each speech.
3	Understand elements of the communication process.
4	Increase confidence level in public speaking settings.

Required Text: Lucas, Stephen E., *The Art of Public Speaking*, 11th edition. McGraw-Hill, 2009, ISBN: 978-0-07-340673-2
Price: \$141.25 (New) \$105.94 (Used) Rental: \$77.69

Americans with Disabilities Act: NSCC complies with the Americans with Disabilities Act. If you would like to request any accommodation for this course, please contact the Coordinator of Disabilities at 615.353.3721.

Zero Tolerance Policy for Disruptive Conduct in the Classroom

- The instructor has primary responsibility for control over classroom behavior and maintenance of academic integrity.
- He/she can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct which violates the general rules and regulations of the College.
- Disruptive behavior in the classroom that obstructs or disrupts the learning environment is defined as:
 - **Offensive language;**
 - **Harassment of students or professors;**
 - **Repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught;**
 - **Failure to cooperate in maintaining classroom decorum; and**
 - **Continued use of any electronic or other noise or light emitting device which disturbs others: beepers, cell phones, palm pilots, lap-top computers, games, etc.**
- Students who are removed from class for disruptive behavior will not be allowed to return until the issue is resolved and may be administratively withdrawn from the course or the college.

Academic Integrity Statement

- Students guilty of academic dishonesty, either directly or indirectly through participation or assistance, are responsible to the instructor of the class. Academic dishonesty is defined as but not limited to plagiarism, cheating, misrepresenting one's work, and forging documentation.
- Possible disciplinary sanctions may be imposed through the regular institutional procedures as a result of academic misconduct.
- **The instructor has the authority to assign an "F" or "zero" for the exercise or examination, or to assign an "F" for the course.**

Grading Criteria: Each instructor will provide students with a rubric for assessment of work and stated grading standards for the course.

Grading Scale: Each instructor will provide students with letter grades and/or points.

Attendance and Tardiness Policies:

Each instructor will provide information regarding his/her attendance policy. Failure to attend class will result in a final course grade of "FA" or "FN" (see explanation below), depending on the individual instructor's course policy.

FA= failure, attendance-related (unofficial withdrawal). Last recorded date of attendance required.

FN= failure, never attended class (unofficial withdrawal)

D2L/NSOnline and MyNSCC e-mail:

It is the student's responsibility to check D2L/NSOnline and MyNSCC e-mail on a regular basis. These are the official communication channels between the college and students. Students are responsible for the information communicated through those channels. D2L/NSOnline contains specific course information and MyNSCC contains information important for other purposes.

Academic Early Warning System:

Nashville State Community College has implemented an Early Warning System to notify students via e-mail about academic problems such as poor classroom attendance, poor performance on assignments/tests, poor communication skills, late/missing assignments, and/or lack of classroom participation. *Please note that Early Warning Alerts do not affect a student's academic standing.*

Late Work Policy: Each instructor will provide students with policy.

Plagiarism/Cheating Policy: At the discretion of the instructor, students who cheat or steal work from another source will either (1) be dismissed from class with a grade of "F" or (2) receive a grade of "F" for the assignment/test. Some examples of plagiarism and cheating are using undocumented sources, copying work verbatim from the Internet, using someone else's work, recycling work from another class, using unauthorized notes during an exam, and/or looking on a classmate's test/paper. Instructors may further define honor code violations on the syllabus. Many instructors use **Turnitin**, a software program that detects and documents plagiarized work. **Students charged with Academic Misconduct will receive written notice in person or via NSCC email or regular mail. Students have five working days to appeal the sanction to the Dean for Student Services.**

Testing, Papers, Course Work: Each instructor will provide students with course information.

Sample Course Schedule:

Week	Assignment
Week 1	Chapter 1 & 2 – Introduction, Course Overview & Ethics
Week 2	Chapter 3 – Listening Chapter 4- Giving Your First Speech
Week 3	Chapter 5 - Selecting your topic, purpose and thesis Chapter 10 Introduction and Conclusions Chapter 9 - Organizing your speech
Week 4	Chapter 11 Outlining Chapter 13 - Delivering your speech Chapter 15 - Informing
Week 5	Speech #1 Informative
Week 6	Chapter 8– Support Chapter 14 - Visual aids
Week 7	Chapter 6 – Audience Analysis Chapter 7 – Gathering Materials
Week 8	Speech #2 Informative
Week 9	Speech #2 Informative
Week 10	Chapter 12 – Language
Week 11	Chapters 16 & 17 – Persuasive speaking
Week 12	Speech #3 Persuasive
Week 13	Speech #3 Persuasive
Week 14	Workshop for Final speeches
Week 15	Final Speeches