COMM 1030-03: Public Speaking  
Three Credits, Second Summer Session, 2016

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Office: St. Mary's Hall South, Fourth Floor, S481  
Office Hours: M/W 5:30-6:00 p.m. and by appointment  
Class Times: Monday/Wednesday: 6:00 p.m. to 9:15 p.m.  
Class Dates: June 27-August 5; no class Monday, July 4

Boston College Mission Statement

Strengthened by more than a century and a half of dedication to academic excellence, Boston College commits itself to the highest standards of teaching and research in undergraduate, graduate, and professional programs and to the pursuit of a just society through its own accomplishments, the work of its faculty and staff, and the achievements of its graduates. It seeks both to advance its place among the nation's finest universities and to bring to the company of its distinguished peers and to contemporary society the richness of Catholic intellectual ideals of a mutually illuminating relationship between religious faith and free intellectual inquiry.

Boston College draws inspiration for its academic societal mission from its distinctive religious tradition. As a Catholic and Jesuit University, it is rooted in a world view that encounters God in all creation and through all human activity, especially in the search for truth in every discipline, in the desire to learn, and in the call to live justly together. In this spirit, the University regards the contribution of different religious traditions and value systems as essential to the fullness of its intellectual life and to the continuous development of its distinctive intellectual heritage.

Course Description

This course is an introduction to the theory, composition, delivery, and evaluation of speeches. Attention is devoted to the four key elements of the speech situation: message, speaker, audience and occasion. Emphasis in the course is also given to different modes of speaking and a variety of speech types, such as persuasive, ceremonial, and expository addresses. This is a performance course, with speeches accompanied by related writing assignments.
Course Objectives

1. Students will develop speaking skills that are useful in a variety of practical situations, such as presenting an award, delivering a eulogy or a wedding toast, or defending a position to a civic group, such as a school committee or town meeting;

2. Students will identify the role of extemporaneous speaking in society at large, to further discussion and debate on significant local, national, or international issues;

3. Students will develop skill in adapting messages to audiences with differing culture, gender, and age by demonstrating skill in audience analysis;

4. Students will demonstrate a knowledge of ethical options in a variety of communication contexts.

Required Text

Each student is required to have the course pack (CP) for the course; it is available for purchase in the bookstore. The tentative course outline which follows lists course readings and assignments. There will also be a few handouts. BRING THE COURSE PACK (CP) TO CLASS FOR EVERY CLASS SESSION.

Canvas

Canvas is the Learning Management System (LMS) at Boston College, designed to help faculty and students share ideas, collaborate on assignments, discuss course readings and materials, submit assignments, and much more—all online. As a Boston College student, you should familiarize yourself with this important tool.
Grading

The undergraduate grading system for Summer Session is as follows:

A (4.00), A- (3.67)
B+ (3.33), B (3.00), B- (2.67)
C+ (2.33), C (2.00), C- (1.67)
D+ (1.33), D (1.00), D- (.67)
F (.00)

The graduate grading system for Summer Session is as follows:

A (4.00), A- (3.67)
B+ (3.33), B (3.00)
B- (2.67), passing, but does not count toward degree
C (2.00), passing but not for degree credit;
F (.00).

All students can access final grades through Agora after the grading deadline each semester. Transcripts are available through the Office of Student Services.

Grading for Oral and Written Assignments

A. Speeches: 70%
   Speeches receive letter grades and are weighted as follows:
   1. Introductory speech: 20%
   2. Persuasive speech: 30%
   3. Impromptu speech: 20%
   4. Ceremonial speech: 30%

NB: Percentages may shift slightly if there is a substitution or change in one of the assignments. If this happens, you will be told.

B. Written work: 30%
   Written assignments earn points. At the end of the course, the total points earned are converted into letter grades. The tentative list of assignments and points are listed below. ALL ASSIGNMENTS COMPLETED OUTSIDE OF CLASS MUST BE TYPED TO EARN POINTS.
   1. Evaluations of speeches: a maximum of 5 points per evaluation. Points for oral evaluations also are included in this "written" category. Approximately five evaluations will receive points.
   2. Ethics and/or Audience Analysis assignments: 10 points each. One or both assignments may be completed orally, but points earned will be included in this "written" category.
   3. Persuasive speech bibliography: 10 points
4. Persuasive speech homework assignments: Propositions-8 points; Reasoning and Evidence--18 points
5. Ceremonial speech manuscript: 10 points
6. Ceremonial speech homework: 9 points (approximate)
7. Quiz One, on introductory readings: 30 points
(approximate)
8. Class participation: 12 points
9. Quiz Two: On readings and class notes, beginning with the persuasive speech and including the impromptu speech: 60 points (approximate).

Deadlines and Late Work

1. For credit, you must be present on the day when an in-class evaluation is collected or when there is an in-class writing assignment.
2. Speeches may be made up, at the instructor's discretion, but outside of class.
3. Any written assignments submitted and accepted late receive reduced points.

Attendance

Class attendance is an important component of learning. Students are expected to attend all class sessions. When circumstances prevent a student from attending class, the student is responsible for contacting the instructor before the class meets. Students who miss class are still expected to complete all assignments and meet all deadlines. Many instructors grade for participation; if you miss class, you cannot make up participation points associated with that class. Make-up work may be assigned at the discretion of the instructor. If circumstances necessitate excessive absence from class, students should consider withdrawing from the class. Three or more absences during Summer Session will result in a lowering of the final course grade.

Consistent with BC's commitment to creating a learning environment that is respectful of persons of differing backgrounds, we believe that every reasonable effort should be made to allow members of the university community to observe their religious holidays without jeopardizing their academic status. Students are responsible for reviewing course syllabi as soon as possible, and for communicating with the instructor promptly regarding any possible conflicts with observed religious holidays. Students are responsible for completing all class requirements for days missed due to conflicts with religious holidays.

Accommodations and Accessibility
Boston College is committed to providing accommodations to students, faculty, staff and visitors with disabilities. Specific documentation for the appropriate office is required for students seeking accommodation in Summer Session courses. Advanced notice and formal registration with the appropriate office is required to facilitate this process. There are two separate offices at BC that coordinate services for students with disabilities:

1. The Connors Family Learning Center (CFLC) coordinates services for students with LD and ADHD;
2. The Disabilities Services Office (DSO) coordinates services for all other disabilities.

Find out more about BC's commitment to accessibility at www.bc.edu/sites/accessibility.

Scholarship/Academic Integrity

Students in Summer Session courses must produce original work and cite references appropriately. Failure to cite references is plagiarism. Academic dishonesty includes, but is not necessarily limited to, plagiarism, fabrication, facilitating academic dishonesty, cheating on exams or assignments, or submitting the same material or substantially similar material to meet the requirements of more than one course without seeking permission of all instructors concerned. Scholastic misconduct may also involve, but is not necessarily limited to, acts that violate the rights of other students, such as depriving another student of course materials or interfering with another student's work. Please see the Boston College policy on academic integrity for more information.

Course Assignments

It is expected that you will spend ten to twelve hours per week on out-of-class assignments and exercises. These are listed below. Please note that some weeks require less time, and some weeks require more time, but the average is as stated. Preparing for a presentation may involve a considerable amount of time within a specific time period.
Tentative Course Schedule

Reminders:

1. Assignments are due at the beginning of the class period on the specified dates. Late assignments will be graded accordingly.

2. Bring your course pack (CP) with you to EVERY CLASS.

3. Abbreviations: (CP): course pack; (H): hand-out.

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<tr>
<th>Class Date</th>
<th>Topic</th>
<th>Assignment</th>
<th>Due</th>
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<td>2. Elements of delivery</td>
<td>2. CP: 1, 6-17, 19-23, 27-32, 35</td>
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<td>3. Speaking with confidence</td>
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<td>4. Assignment Sheet: The Introductory Speech (CP)</td>
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<td>W June 29</td>
<td>1. Responding to speeches</td>
<td>CP 25, 37-38</td>
<td>W 7/6</td>
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<td>2. Presentation of Intro. Sps.</td>
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<td>M July 4</td>
<td>Holiday; no class</td>
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<td>W July 6</td>
<td>1. Quiz on Introductory Materials</td>
<td>1. Props., 59</td>
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<td>2. R/E, 71-87, 89-108, 109</td>
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<td>M July 11</td>
<td>1. Props., R/E examples</td>
<td>1. CP 91,93-4</td>
<td>W 7/13</td>
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<td>W July 13</td>
<td>1. Ethics oral group assign.</td>
<td>1. CP 121-127, 111-118</td>
<td>M 7/18</td>
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<td>2. Appointments for Props.</td>
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M July 18:  
2. Appointments W/20 or M 7/25  

W July 20:  
1. Presentation of Persuasive Speeches  

M July 25:  
Presentation of Speeches  
Study for Test on 7/27  

W July 27:  
1. Quiz Two  
2. Ceremonial As. Sheet  
3. Cere. Wr. As. 281  

M August 1: Impromptu Speeches  
Ceremonial speech plus manuscript  

W August 3: Ceremonial Speeches  
Submit manuscript  

**Written Work**

Students are expected to prepare professional, polished written work. Written materials must be typed and submitted using the APA format. Develop your thoughts fully, clearly, logically, and specifically. Proofread all materials to ensure the use of proper grammar, punctuation, and spelling. For writing support, please contact the Connors Family Learning Center.