

CMST 2060 Public Speaking Syllabus

Spring 2018, MWF, Coates Hall



Instructor Information

Instructor

Dr. Sanela Elli Osmanovic

Email

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Office Location & Hours

Coates 136A; MWF 11:30-12:30,
MW 1:30-2:30, or by appt

General Information

Description

CMST 2060 is a General Education Humanities Course designed to familiarize students with the study of public speaking. The act of public speaking is the culmination (and often the beginning) of a long process of critical dialogue between oneself, language, and the imagined responses of the audience. In other words, it takes being confident in who you are, what you want to say, how you are going to say it, who you want to say it to, and why you should say anything at all. Throughout the semester, students will be introduced to the fundamental concepts of rhetorical public speaking.

Expectations and Goals

As a General Education Humanities Course, CMST 2060 will enable students to demonstrate an understanding of historical, cultural, and philosophical complexity that supports sophisticated discourse.

As a result of this course, students should:

1. Understand the principles of rhetoric and effectively utilize them in crafting well researched, reasoned, and appealing speeches.
2. Choose topics for public speaking that are timely, relevant, and adaptable given varying situations in which the message may be delivered, and for different audiences.
3. Effectively and critically evaluate message/speech content and delivery, both when examining one's own work as well as that of others.
4. Understand and utilize the verbal and nonverbal elements essential for exemplary speech delivery.
5. Analyze and discuss speeches of historical, political and social significance.

Course Requirements

Required Text

Lucas, Stephen E. (2015). *The Art of Public Speaking* (12th ed). McGraw Hill. (ISBN: 9781259998942)

Assignments

Students will be graded on their work on:

- **Speeches (400 points).** Throughout the semester, you will deliver four speeches, for a maximum of 100 points for each. The speeches will vary in length and purpose. A sign-up sheet for speech delivery date will be available the week before the speeches are scheduled to take place. If you are absent on speech sign-up day, I will assign you a speech date and spot. Each speech will have an accompanying set of requirements, such as an outline and a bibliography. The requirements for each speech will be posted on Moodle, together with the speech grading rubric.
- **Exams (300 points).** One exam will be held during the regular semester and a non-cumulative final exam will be held during the final exam week. Each exam carries 150 points. The examinations will consist of 50 multiple choice questions on the textbook chapters and lectures. Study guides will be posted on Moodle for each.
- **Other assignments (150 points).** We will start off our journey towards the public speaking proficiency with brief introductions and conclusions, to give you a taste of speech writing, as well as a chance to deliver in front of the audience. Later in the semester, we will have an exercise in storytelling as an important part of public speaking. These three activities together carry 150 points.
- **Class participation and attendance (120 points).** We will have class activities every week, working on students' proficiency in public speaking and/or listening to speeches. Each week of participation in class activities carries 10 points for a total of 120 points for the semester (12 weeks x 10 points—the first half week of classes is not considered, and neither are Mardi Gras Week, Spring Break week, and week after Spring Break). Roll sheets will be passed around to keep a record of attendance. It is your responsibility to sign the roll sheet.
- **Research participation (30 points).** Participating in research conducted in the Department of Communication Studies constitutes 3 percent of your grade. More information on research participation can be found on pages 7-8 of the syllabus, and on Moodle.

Final grades will be determined based on scores earned in these assignments. All work must be done during the semester and not made up after the fact.

Course Assignment	Percentage of the Grade	Maximum Points
Research participation	3%	30
Attendance and participation	12%	120
Speeches	40%	400
Other assignments	15%	150
Exams	30%	300
Total	100%	1000 points

Grading Scale

A+	97-100
A	93-96.99
A-	90-92.99
B+	87-89.99
B	83-86.99
B-	80-82.99
C+	77-79.99
C	73-76.99
C-	70-72.99
D+	67-69.99
D	63-68.99
D-	60-62.99
F	59.99 and below

Discussing Grades

Please note, in accordance with the Federal Buckley Amendment, grades will **not** be discussed through email, over the phone or in class. You **must** discuss a grade in person during office hours within 2 weeks of receiving the grade. After 2 weeks, discussion and changes to grades will **not** be possible. This means do **not** come at the end of the semester about a grade from the first week of class.

Classroom Decorum

As this class largely consists of dialogue, in-class exercises, and group discussion, please respect the work, opinions, and the presentations of your classmates.

- Listen to speeches and presentations. Show support. You will be required at one point or the other to provide feedback to your peers.
- Do not use your phone during the class. Contrary to popular belief, the world is not going to collapse if you don't check your messages and social media for an hour.
- Do not use personal computers, tablets, and similar devices during the class, especially on speech days. You will learn how to deal with a distracted audience, but you don't need to play the part of that audience for your classmates.
- Be on time. Public speaking is an art. Do not disrupt your classmates' delivery with your late arrival.
- Controversial subjects may arise. Be open-minded about topics of your classmates' speeches and considerate of their delivery.

Course Schedule (Tentative)

Week 1	Topic/Activity	Week's assignments
Wed, 01/10	Introductions, syllabus, and research participation	Read syllabus
Fri, 01/12	Observation activity	
Week 2	Topic/Activity	Week's assignments
Mon, 01/15	<i>Martin Luther King Day, no class</i>	
Wed, 01/17	Introduction to communication	Check Moodle for reading
Fri, 01/19	Introduction to public speaking	Read chapter 1
Week 3	Topic/Activity	Week's assignments
Mon, 01/22	Group work	Review chapter 1; read chapter 10
Wed, 01/24	Introductions	Review chapter 1; read chapter 10
Fri, 01/26	Conclusions	Review chapter 10
Week 4	Topic/Activity	Week's assignments
Mon, 01/29	Listening	Chapter 4, Moodle reading
Wed, 01/31	Selecting topic and purpose; Outlining	Chapters 5 and 11
Fri, 01/02	Giving your first speech; speech sign-up	Review chapters 4 and 11
Week 5	Topic/Activity	Week's assignments
Mon, 02/05	Introduction Speech	Submit speech outline
Wed, 02/07	Introduction Speech	Submit speech outline
Fri, 02/09	Introduction Speech	Submit speech outline
Week 6	Topic/Activity	Week's assignments
02/12-02/14	<i>Mardi Gras, no class</i>	
Fri, 02/16	Speech evaluation; speech sign-up	Chapters 5 and 6; Moodle
Week 7	Topic/Activity	Week's assignments
Mon, 02/19	Nonverbal communication	Check Moodle for reading
Wed, 02/21	Speaking to inform	Read chapter 15
Fri, 02/23	Supporting your ideas; speech sign-up	Read chapter 8
Week 8	Topic/Activity	Week's assignments
Mon, 02/26	Informative speech	Submit speech outline
Wed, 02/28	Informative speech	Submit speech outline
Fri, 03/02	Informative speech	Submit speech outline

Week 9	Topic/Activity	Week's assignments
Mon, 03/05	Midterm exam	Bring scantron B
Wed, 03/07	Using language	Read chapter 12
Fri, 03/09	Delivery	Read chapter 13
Week 10	Topic/Activity	Week's assignments
Mon, 03/12	Storytelling	Read chapters 12 and 13
Wed, 03/14	Storytelling	Read chapters 12 and 13
Fri, 03/16	Storytelling	Read chapters 12 and 13
Week 11	Topic/Activity	Week's assignments
Mon, 03/19	Speaking to persuade	Read chapter 16
Wed, 03/21	Methods of persuasion	Read chapter 17
Fri, 03/23	In-class activity; speech sign-up	
Week 12	Topic/Activity	Week's assignments
03/26-03/30	<i>Spring break, no class</i>	
Week 13	Topic/Activity	Week's assignments
Mon, 04/02	Speech evaluation	Check Moodle for assignment
Wed, 04/04	<i>Conference, no class</i>	
Fri, 04/06	<i>Conference, no class</i>	
Week 14	Topic/Activity	Week's assignments
Mon, 04/09	Persuasive speech	Submit speech outline
Wed, 04/11	Persuasive speech	Submit speech outline
Fri, 04/13	Persuasive speech	Submit speech outline
Week 15	Topic/Activity	Week's assignments
Mon, 04/16	Persuasive speech	Submit speech outline
Wed, 04/18	Speaking to demonstrate	Read chapter 18
Fri, 04/20	Video presentations: Filming and editing	
Week 16	Topic/Activity	Week's assignments
Mon, 04/23	Demonstration/commemoration speech	Submit speech outline
Wed, 04/25	Demonstration/commemoration speech	Submit speech outline
Fri, 04/27	Final exam review	

SUMMARY OF COURSE ASSIGNMENTS

Use this sheet to keep record of your total points earned for this course:

COURSE ASSIGNMENTS	DUE DATE	POSSIBLE POINTS	POINTS EARNED
Speeches (400 points/40%)			
Introduction speech	__/__/__	70	_____
Informative speech	__/__/__	110	_____
Persuasive speech	__/__/__	120	_____
Demonstration/commemoration speech	__/__/__	100	_____
Exams (300 points/30%)			
Midterm exam (chapters 1, 3, 4, 5, 6, 10, 11, 15)	__/__/__	150	_____
Journal entry 2 (chapters 8, 12, 13, 14, 16, 17)	__/__/__	150	_____
Other assignments (190 points/19%)			
Storytelling	__/__/__	100	_____
Introduction	__/__/__	25	_____
Conclusion	__/__/__	25	_____
Research participation	__/__/__	30	_____
Class attendance and participation	__/__/__	120	_____
Total points		1000	_____

Additional Information and Resources

Attendance and Participation

Attendance will be taken every class. Your attendance at each class meeting is expected. You are expected to attend all classes just as you would be expected to go to work every day if this was any other job.

Plagiarism

There will be no tolerance for plagiarism. You are to assume that all assignments in this course are individual assignments unless explicit instructions are provided for a group project. Any student found to have presented material not their own (either downloaded from the internet or written by another student) will immediately be reported to the Dean of Students. The Internet has made plagiarism very easy and very tempting. Hundreds of sites offer papers, research, writing, and editing. The ease with which such material is available over the Internet does not lessen the seriousness of claiming material from the Internet as your own. See the LSU policies on plagiarism here:

<http://www.lib.lsu.edu/instruction/plagiarism2.html>.

Extra Credit

Extra credit assignments may be scheduled and can only be submitted in the allocated time period. No end-of-the-semester, last minute extra credit assignments will be given.

Missed Exams and Speeches

If you know that you will miss a scheduled exam/speech due to a university-approved absence, please speak to me before the exam date so we can make appropriate arrangements. If you have an excused absence, accompanied by a note describing the date a reason of your absence, you can make up a missed exam/speech within one week of its date. No make-ups will be allowed after this time and zero (0) points will be given for that assignment.

No make-up period will be allowed for exams missed due to an unexcused absence.

Research Participation Requirement

The material you will learn in this course is the product of research. The goal of the research learning requirement is to help you to gain knowledge about the process by which scholars attempt to understand human behavior. All students taking CMST 1061, 2010, 1150, and 2060 must complete a research learning requirement. For each course in which a student is enrolled, he or she must complete 2 research credits. You can fulfill your requirement by

1. Participating in research studies conducted in the Department of Communication Studies. All studies that last between 0 and 30 minutes will count as one credit. Any study that lasts between 31 and 60 minutes will count as two credits. Each study will specify the number of credits a student can earn for completion. There will be several survey and experimental studies conducted throughout the semester. These studies are held on campus at various times and in various locations or are administered through online survey software. All available studies are approved by the Institutional Review Board at LSU.
2. Participating in an organized departmental function such as debate or public speaking competition. Only departmental sanctioned events will count toward a student's research learning requirement; thus, no credit will be given for a student attending an outside speaker or performance.
3. Serving as a research assistant for a faculty member in the Department of Communication Studies. The number of units and requirements for those units will be set by the researcher and either accepted or rejected by the student.

The research learning requirement is worth 3% of your total grade; you will receive your 3% if you accumulate 2 research credits during the given semester. Please note **that all research credits must be completed and allocated by Tuesday, April 24, at 11:59 PM.**

ALL available options to earn credit are posted on an electronic bulletin board located at <http://lsuhumanresearch.sona-systems.com>. When you go to this website, you will first have to request an account. Once you have secured an account, you will be able to log in and see the options available to you for your various CMST courses.

Please note that various ways to fulfill your research learning requirement will appear on this bulletin board throughout the semester. You are encouraged to check the system on a regular basis for current credit options that fit your interests as well as your schedule.

It is very important that when you sign-up for a credit option that you attend that option or cancel your sign up. Failure to show up twice during one semester will result in your access to the system being restricted and you being unable to complete your research learning requirement. Valid excuses for failing to cancel a sign up and missing a credit option are the same as those found in LSU Policy Statement 31.

Detailed instructions on how to request an account and to navigate the system once logged in can be found on the homepage of the Department of Communication Studies. Go to <http://www.lsu.edu/cmst>. Then click on RESOURCES and RESEARCH PARTICIPATION SYSTEM. Scroll down to find the document titled "RPS - Instructions for Students."

You are encouraged to create an account during the first week of classes so that any problems that arise can be remedied before it is too late. If you have questions about this requirement or the online system that keeps track of credits, please email researchadmin@lsu.edu.

Hints for RPR:

- Please be sure to CHOOSE this course AND section when you sign up. If you do NOT choose the correct section, I will NOT receive your credits! This is YOUR responsibility and I do not have access into the system so if you don't choose the right course and section, I CANNOT and WILL NOT give you credit after the due date.
- I CANNOT announce Studies available in class. Please complete your Research Participation EARLY! It is more difficult to schedule a study later in the semester and studies will end BEFORE the final credits are due.
- DO NOT MISS a study you signed up for. **IF YOU MISS 2 studies UNEXCUSED, you will be banned from the system. This is a departmental policy and I have no control over it, so if you sign up, SHOW UP!**
- I cannot see what credits you have earned until after the deadline. So, your credits will NOT be in Moodle until after the deadline. However, YOU can see your credits anytime. *I suggest you check this to make sure you have earned the credits you expected AND that they are allocated to my class. If your credits are NOT allocated correctly, I CANNOT give you credit!*
- If you have questions about your participation and credits, please email the RPR administrator at researchadmin@lsu.edu. This program is run by the CMST Department and I don't have access to it to help you with problems.

Please read the research participation instruction page located on Moodle to learn how to set up and use your account.

Disabilities

The Americans with Disabilities Act and the Rehabilitation Act of 1973 states: "If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see a coordinator in the Office of Disability Affairs (112 Johnston Hall) so that such accommodations can be arranged." After you receive the accommodation letters, please meet with me to discuss the provisions of those accommodations.

Do you have a major?

Business leaders and other professionals recognize the importance of developing communication skills and analysis. Alan Greenspan, for example, stated, "To succeed, you will soon learn, as I did, the importance of a solid foundation in the basics of education - literacy, both verbal and numerical, and communication skills." We hope this course contributes to your success.

To learn more about communication, you may want to major or minor in the Department of Communication Studies. The program explores how people sustain and change, experience, and make sense of the world through symbolic action. Students develop conceptual skills to analyze written, oral, and visual messages. Students gain practical experience in such areas such as public speaking, group decision-making, performance, and film. Such skills are elemental to careers in business, government, law, social services, and the arts.

A major in Communication Studies requires 36 hours including 12 hours of core classes and 12 hours at the 3000 or 4000 level. A minor requires 15 hours with one core class and 6 hours at the 3000 level or above.

More information is available at www.lsu.edu/cmst or by contacting our undergraduate advisor Mr. Kent Filbel (kfilli@lsu.edu), whose hours are posted at his office, 135 Coates Hall.