

# Introduction to Speech Communication

University of New York-Tirana (UNYT)

Fall 2007

Tuesdays 13:00-16:00

## Course Syllabus

**Instructor:** Mr. Ryan Vidos

**Classroom:** 3C

**Office Hours:** *To be announced*

**Email:** *ryanvidos@unyt.edu.al*

**Note:** Emails pertaining to Introduction to Speech Communication will be checked only during official working hours.

**Course Description:** For many professional careers, the skill of public speaking is a necessary skill. Whether making a sales presentation for a product, briefing colleagues on a business matter, or presenting to an audience the contents of your latest book, public speaking is a part of many careers. This course will help students get over their fear of public speaking by having students learn how to research, outline, prepare, and give speeches. Additionally, students will learn how to develop their listening skills.

### **Course Textbook:**

*The Art of Public Speaking* by Stephen E. Lucas

### **Attendance Policy and Lateness:**

Because of the nature of this class, attendance is perhaps more important than in other classes. Specifically it is important not to be absent on the day that you are presenting a speech. This will result in a drop of 10 points off your grade for your speech unless you can prove (i.e. a doctor's note) that you seriously could not make it. Whatever the reason for why you do not show up for a speech, you **MUST** inform the instructor via email immediately. You will be required to present your speech on the first day back after such an absence.

Similarly, being absent when other students are presenting a speech but you are not, will result in a reduction of your listening and critique grade **UNLESS** you can prove that your absence was due to a serious or impossible nature.

### **Tardiness:**

It is rude to walk in on someone while they are speaking. Do everything to avoid being late for a class. If a fellow student is speaking, wait until they are done before entering.

**Assessment and Grading:**

The Grade for this course will be assessed as follows:

**Speeches:** (Outlines, Presentation, and Typed Paper)\*

Speech 1- Introductory Speech	5%
Speech 2- Informative Speech 1	10%
Speech 3- Informative Speech 2	15%
Speech 4- Persuasion Speech	20%
Speech 5- Impromptu Speech 1	5%
Speech 6- Impromptu Speech 2	5%
<b>Subtotal</b>	<b>60%</b>

\*Only Informative and Persuasion Speeches need to have outlines and accompanying documents.

**Small Quiz** 5%

**Listening and Critique of Speeches** 10%

**Final Exam** 25%

**Total:** 100%

<b>Grading Scale</b>	96-100 A	90-95 A-	87-89 B+
	83-86 B	80-82 B-	77-79 C+
	73-76 C	70-72 C-	67-69 D+
	63-66 D	60-62 D-	0-59 F

Letter Grade	Percent (%)	Generally Accepted Meaning
A	96-100	Outstanding work
A-	90-95	
B+	87-89	Good work, distinctly above average
B	83-86	
B-	80-82	
C+	77-79	Acceptable work
C	73-76	
C-	70-72	
D+	67-69	Work that is significantly below average
D	63-66	

D-	60-62	
F	0-59	Work that does not meet minimum standards for passing the course

**Course Schedule:**

The following is a tentative schedule and is subject to change:

<b>Date</b>	<b>Topic</b>	<b>Class Reading</b> <i>The Art of Public Speaking</i> by Stephen E. Lucas
Oct 9 <sup>th</sup>	Introduction Dealing with Speech Anxiety	Chapter 1
Oct 16 <sup>th</sup>	Ethics and Public Speaking Introductory Speeches	Chapters 2, 3
Oct 23 <sup>rd</sup>	Informative Speeches Impromptu Speeches <b>Presentation Introductory Speeches</b>	Chapter 14
Oct 30 <sup>th</sup>	Speech Topics Purpose and Audience	Chapters 4, 5
Nov 6 <sup>th</sup>	Researching your Speech Organizing your Speech	Chapters 6,7,8
Nov 13 <sup>th</sup>	Writing your Speech Delivering your Speech	Chapters 9,10, 11, 12
Nov 20 <sup>th</sup>	Listening to a Speech Watching a Speech Evaluating Speeches	
Nov 27 <sup>th</sup>	<b>Presentation: Informative Speech #1</b>	
Dec 4 <sup>th</sup>	Introduction to Persuasion Speeches Methods of Persuasion	Chapters 15, 16
Dec 11 <sup>th</sup>	<b>Quiz</b> Review of Speech Research & Preparation <b>Presentation: Impromptu Speeches #1</b>	
Dec 18 <sup>th</sup>	<b>Presentation Informative Speech #2</b>	
Dec 25 <sup>th</sup>	Holiday Recess	
Jan 1 <sup>st</sup>	Holiday Recess	
Jan 8 <sup>th</sup>	Review of Persuasion	Chapters 15, 16

	Speeches <b>Presentation: Impromptu Speeches #2</b>	
Jan 15 <sup>th</sup>	<b>Presentation Persuasion Speeches</b>	
Jan 22 <sup>nd</sup>	Review for Final Exam	
Jan 29 <sup>th</sup>	<b>Final Exam</b>	