

## Composition and Speech 2015-16 School Year

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## Syllabus

### Course Description:

The Composition and Speech course is composed of two components: writing and public speaking. The public speaking portion will address the student's ability to communicate in interpersonal situations, small groups, and with mass audiences. Students will examine the mechanics and development of communication and public speaking, as well as address the anxiety that may accompany speaking in front of people by practicing ways to alleviate stress in those situations. By studying and practicing four types of public speaking, students will develop confidence to successfully participate in oral communication with a wide variety of audiences.

### Curriculum:

Topics to be covered during the term include, but are not limited to:

- Importance of communicating
- Communicating to different audiences
- Introductory, Informative, Persuasive, and Improvisational speeches
  - o Who, What, When, Where, How, and Why of each speech type
- Ways to deal with public speaking anxiety

### Materials:

1. iPad
2. Writing instrument (preferably blue/black pen and/or pencil)
3. Prepared homework/assignments

### Classroom Rules:

1. "Do right. Do your best. Treat others as you want to be treated." - Lou Holtz
2. Students will not play any musical instruments that are sitting out in the classroom.

### Late Assignment Policy:

Any *homework* assignment not handed in on the day it is due will **receive 0 points** (no credit); however, the assignment must be submitted when completed.

If a student fails to submit one of the *three major speeches* on the required due date, the student will **lose 5 points for each calendar day** that it is late.

If a student *misses a scheduled quiz or speech presentation*, it is his/her responsibility to schedule a make-up at the teacher's convenience. The make-up must be completed within one week of the student's return to school.

Obviously, there may be extenuating circumstances and the instructor will handle those on a case by case basis.

**Grading Policy:**

The Composition and Speech course is graded so that 50% of your grade is for *Writing* and 50% of your grade is for *Public Speaking*.

The public speaking portion of Composition and Speech is graded out of a total of 320 points. The breakdown of points follows.

Class participation = 30 points

5 Homework assignments @ 10 points each = 50 points

3 Speeches:

Introductory = 60 points

Informative = 80 points

Persuasive = 100 points

1 Speech (Improvisation) = 10 bonus points

**Students are advised to save a copy of all graded work generated by computer in either their server folders or on another media device and a hard copy of all other work.** In the event of a missing assignment, the burden of proof that the assignment was completed by the deadline rests with the student. Students should also save all graded and returned papers in case of a grade question.

**Grading Scale:**

93-100=A

90-92=B+

85-89=B

82-84=C+

75-81=C

70-74=D

≤69=F

**iPad Class Policy:**

The iPad may be used for note taking and class assignments. The unauthorized use of an iPad when the content of the class does not require its use will result in the loss of 5 participation points for each infraction. Confiscation of the iPad is also at the instructor's discretion.

**A final note about the assignments you turn in:** An assignment is late if you do not have it when you walk in the door. This means you must have your work ready to hand in **when you arrive!** Do not come to class and ask to print out your speech – if you do this, I am forced to consider your assignment late.