

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
 The City University of New York
 Department of Speech, Communications, and Theatre Arts

Public Speaking 100- ONLINE | Fall 2021 Course Guide | Mon 8/30-Sun 12/19//2021



Professor Christina Neubrand | cneubrand@bmcc.cuny.edu | 917-386-5464

Office Hours via Zoom Mon 1p-4p or by appointment

COURSE DESCRIPTION: The goal of this course is to develop effective skills in speech communication. You will learn how to generate topics and organized ideas, incorporate elements of audience psychology and practice techniques of speech presentation. You will examine multiple elements of speech production and presentation.

BASIC SKILLS: Before registering for SPE 100, you must have completed or be exempt from: ENG 008, ESL 094, and RDG 062. Non-Native speakers may be transferred to SPE 102.

Course Learning Outcomes (You will be able to...)	Measurements (means of assessment for learning outcomes listed in first column)
1.) Prepare presentations for listeners.	1. Presentations and Outlines
2.) Prepare presentations using effective delivery techniques including extemporaneous speaking, standard language, and eye contact with the audience.	2. Presentations
3.) Prepare presentations that locate, evaluate, select, and incorporate different forms of supporting material, including visual aids.	3. Presentations & Outlines,
4.) Demonstrate acceptable ethical standards in research and presentation of materials.	4. Presentations & Outlines,
5.) Research and organize material to support a thesis.	5. Presentations & Outlines
6.) Listen critically and respectfully to others' speeches.	6. Peer Evaluation/Feedback (Discussion Boards)

Below are the college’s general education learning outcomes. The outcomes that are checked in the left-hand column indicate goals that will be covered and assessed in this course.

	General Education Learning Outcomes	Measurements (means of assessment)
X	Communication Skills – You will be able to write, read, listen, and speak critically and effectively.	Presentations and outlines
X	Quantitative Reasoning – You will be able to use quantitative skills and the concepts and methods of mathematics to solve problems.	Statistical Charts, Graphs & Visual Aids
	Scientific Reasoning – You will be able to apply the concepts and methods of the natural sciences.	
	Social & Behavioral Sciences – You will be able to apply the concepts and methods of the social sciences.	
	Arts & Humanities – You will be able to develop knowledge and understanding of the arts and literature through critiques of works of art, music, theatre, or literature.	
X	Information & Technology Literacy – You will be able to collect, evaluate and interpret information and effectively use information technologies.	Informative and Persuasive Presentations & Outlines; Mid-term Exam; Final Exam
X	Values – You will be able to make informed choices based on an understanding of personal values, human diversity, multicultural awareness, and social responsibility	Ethical Persuasive Presentations

Fundamentals of Speech is a pathways flexible core course for **Creative Expression**

CREATIVE EXPRESSION	
A flexible course <u>must meet the three learning outcomes in the right column.</u>	
You will research & organize material to establish credibility as a speaker and to create a strong thesis and specific statement of purpose for presentations: for example, conducting interviews, scholarly database research, creation of bibliographies for in-speech citations, library database research.	Gather, interpret, and assess information from a variety of sources and points of view.
You will participate in peer review and feedback sessions of classmates' presentation(s), provide written analyses of speech presentations, and evaluate the strength of an argument/thesis/statement of purpose in speech presentations, and analyze video examples of various speeches and presentations throughout history.	Evaluate evidence and arguments critically or analytically.

<p>You will craft persuasive & informative speech presentations based on well-reasoned, logical, and organized arguments including properly articulated thesis statements or statements of purpose, clear and well researched evidence, and appropriate organizational structure.</p>	<p>Produce well-reasoned written or oral arguments.</p>
<p>A course in this area (II.C) <u>must meet at least three of the additional learning outcomes</u> in the right column. A student will:</p>	
<p>You will demonstrate proficiency in creating critical and effective arguments, proper introductions and conclusions, organizational structures, supportive evidence, ethical research, and techniques for reducing speech anxiety through midterm & final exams.</p>	<p>Identify and apply the fundamental concepts and methods of a discipline or interdisciplinary field exploring creative expression, including, but not limited to, arts, communications, creative writing, media arts, music, and theater.</p>
	<p>Analyze how arts from diverse cultures of the past serve as a foundation for those of the present and describe the significance of works of art in the societies that created them.</p>
<p>You will workshop speech presentations and topic selections, conduct audience analysis of speech presentations, and discuss and critique student speech presentations, and participate in debate workshops.</p>	<p>Articulate how meaning is created in the arts or communications and how experience is interpreted and conveyed.</p>
	<p>Demonstrate knowledge of the skills involved in the creative process.</p>
<p>In addition to processes of forming more logical and/or critical arguments you will craft arguments and research presentations using more creative processes as models. You will craft speeches using geographic space, chronological time, or connotation as models. You will respond to speeches in critique sessions using poetic and imagistic forms to supplement strictly evaluative criticism.</p>	<p>Use appropriate technologies to conduct research and to communicate.</p>

Required Text: Public Speaking: The Virtual Text, <https://web.archive.org/web/20170606121939/http://publicspeakingproject.org/psvirtualtext.html>

Other Online Educational Resources:

- YouTube(When looking for speech samples to analyze), www.youtube.com
- The Do’s & Don’ts of Public Speaking, <https://youtu.be/kfZPKVhQ3iE>
- American Rhetoric Top 100 Speeches, www.americanrhetoric.com
- MLA Handbook, www.owl.english.purdue.edu
- Prezi(When making support Slides for Informative/Persuasive speeches) www.prezi.com

Use of Technology (if applicable): ~Email Communication & Blackboard

Please have an active BMCC email account that you check on a regular basis, at least once a day. This is the easiest way for me to communicate with you regarding last minute changes. I will email important announcements, reminders, etc., in between classes, and you will want to communicate with your fellow students via email as well. I will also establish a Blackboard account for the course, and we will use this for communication and to post important documents, information related to the course. Blackboard can be used to send emails to you, so it is really helpful that you regularly check the email address associated with your Blackboard account (usually, this is set to your BMCC email address by default). It is also essential that you have reliable Blackboard access to download course information.

ALL Assignments will be posted on **Blackboard**. In order to complete assignments, you will need to set up your Blackboard account ASAP!

You can configure your mobile device to receive BMCC emails:

<http://www.bmcc.cuny.edu/computing/forms.jsp>

You can also download a mobile app to use Blackboard via your mobile device/smartphone. It is called Mobile Learning. :)

Computer Lab Locations: Main Building- 5th Floor/ Murray 11th Floor/Fiterman 1st Fl

Evaluation Expectations of Students:

Evaluation ~ Speeches, Midterm, Final Exam, Quizzes and Discussion Boards/Participation

Evaluation and Requirements of Students

Introduction of Self Speech	5 Points
Special Occasion Speech	10 Points
How To Presentation	15 Points
Quizzes	10 Points
Informative Speech	20 Points
Persuasive Speech	20 Points
Discussion Boards	25 Points
Midterm Exam	10 Points
Final Exam	<u>10 Points</u>
Total Points Grades	125

A:125-120 points, A-:119-115, B+:114-110, B:109-105, B-:104-100, C+:99-95, C:94-90, C-:89-85, D+:84-80, D:79--75, D-:74-70, F:69-0

Written Assignments:

You will create speech outlines in advance or speech presentations. Please prepare MLA style bibliographies, research and note cards for speeches as needed. You should also acquaint yourself with the library's multiple resources. Research is needed to support your Persuasive and Informative speeches.

Presenter Expectations:

Please prepare all assignments to college and professional standards, meaning, check for spelling, grammar, and punctuation. Neatness and consistent formatting is important. Please submit assignments via Blackboard by the due date. Prepare to complete all assignments and turn them in when they are due. Make up opportunities for quizzes, presentations or assignments can be discussed in cases of emergencies, please notify Prof. Christina in advance so we can work together to make a plan. Communication is key.

Tutoring is available in the Learning Resource Center, room S501.

Choice of Dress:

Please take into consideration how you wish to present yourself according to your speech topic, target audience and message. Dressing professionally means different things to different people, in general it is a good idea to avoid t-shirts, jeans, sneakers, leggings, or sweats. That said, depending on the look and the occasion these items may be appropriate. Try to design your dress to match the topic, purpose, or message. Be creative!

Participation:

Participation in each course is a significant component of the learning process and plays a major role in determining overall achievement and skills learned. Academic activities may include, but are not limited to, attending class, submitting assignments, engaging in in-class or online activities, taking exams, and/or participating in group work. Each instructor has the right to establish their own class participation policy, and it is each student's responsibility to be familiar with and follow the participation policies for each course.

BMCC is committed to the health and well-being of all students. It is common for everyone to seek assistance at some point in their life, and there are free and confidential services on campus that can help.

Advocacy and Resource Center <https://www.bmcc.cuny.edu/student-affairs/arc/>, room S230, 212-220-8195, arc@bmcc.cuny.edu. Students can receive assistance to address barriers affecting their abilities to succeed in college. The Advocacy and Resource Center offers services that include food assistance, finance consultation, health insurance and other services that may address challenges students experience. All of the services that are offered at the Center are FREE! Assistance is also available through the Office of Student Affairs, S350, 212-220-8130, studentaffairs@bmcc.cuny.edu.

Counseling Center www.bmcc.cuny.edu/counseling, room S343, 212-220-8140. Counselors assist students in addressing psychological and adjustment issues (i.e., depression, anxiety, and relationships) and can help with stress, time management and more. Counselors are available for walk-in visits.

Office of Compliance and Diversity www.bmcc.cuny.edu/aac, room S701, 212-220-1236. BMCC is committed to promoting a diverse and inclusive learning environment free of unlawful discrimination/harassment, including sexual harassment, where all students are treated fairly. For information about BMCC's policies and resources, or to request additional assistance in this area, please visit or call the office, or email olevy@bmcc.cuny.edu, or twade@bmcc.cuny.edu. If you need immediate assistance, please contact BMCC Public safety at 212-220-8080.

Office of Accessibility www.bmcc.cuny.edu/accessibility, room N360 (accessible entrance: 77 Harrison Street), 212-220-8180. This office collaborates with students who have documented disabilities, to coordinate support services, reasonable accommodations, and programs that enable equal access to education and college life. To request an accommodation due to a documented disability, please visit or call the office.

BMCC Policy on Plagiarism and Academic Integrity Statement

Plagiarism is the presentation of someone else’s ideas, words or artistic, scientific, or technical work as one’s own creation. Using the idea or work of another is permissible only when the original author is identified. Paraphrasing and summarizing, as well as direct quotations, require citations to the original source. Plagiarism may be intentional or unintentional. Lack of dishonest intent does not necessarily absolve a student of responsibility for plagiarism. Students who are unsure how and when to provide documentation are advised to consult with their instructors. The library has guides designed to help students to appropriately identify a cited work. The full policy can be found on BMCC’s Web site, www.bmcc.cuny.edu. For further information on integrity and behavior, please consult the college bulletin (also available online).



The HeART of Public Speaking At a Glance (See Course Guide for More Details)

Week 1

Techniques for Speech Anxiety

Syllabus Quiz 1

[Breath-Body-Brain Video](#)
[How to Share Your Videos](#)

Week 2

Techniques for Vocal & Physical Preparation

Quiz 2

[Pace-Pitch-Projection Video](#)

Week 3

The Do's & Don't of Public Speaking

Quiz 3

["The Do's & Don'ts of Public Speaking" Video](#)

Week 4

Organization-Preparation-Presentation

Quiz 4

[Organization-Prep-Presentation Video](#)

Week 5

Introduction Speech Outlines

Quiz 5

[Confidence-Clarity-Audience Engagement Video](#)

Week 6

[Introduction Speech Presentations](#)

Week 7

[Special Occasion Speeches](#)

Quiz 6

[Thank-Celebrate-Honor Video](#)

Week 8

["How To" Demonstration Speech Presentations](#)

Quiz 7

[Tell Me-Teach Me-Involve Me Video](#)

Week 9

Mid Term Review /Midterm Selection Due

Quiz 8

[Express-Animate-Physicalize Video](#)
[Express-Animate-Physicalize Video](#)

Week 10

Mid Term Due

Week 11

Informative Speech Topics/Outlines

Quiz 9

[Passion-Perspective-Purpose Video](#)

[How to Record your Slide Show with Your Presenting Video](#)

Week 12

Informative Speech Presentations

Persuasive Speech Outlines, Decks (Slide Shows) & MLA

Week 13

Happy Thanksgiving

Week 14

Persuasive Speech Topics/Outlines

Quiz 10

Week 15

Persuasive Speech Presentations

Persuasive Speech Outlines, Decks (Slide Shows) & MLA

Week 16

FINAL Video Interviews

[How to Prepare a Video Interview](#)



Description of Speeches

Introduction Speech (1-2 mins)

Introduce yourself to the class. In 1-2 mins tell us something about your past, present and future goals. Tell us a story. What makes you, you?

Special Occasion Speech (2-3 mins)

You will choose a specific special occasion from the reading (Eulogy, Toast, Roast, Graduation speech...) and create a 2-3-minute speech appropriate for the occasion. Try to choose an occasion that you might be called upon to make in real life.

Demonstration/How to Presentations (3-5 mins)

You will instruct the audience on how to complete task of your choosing. You must use a prop to demonstrate what you are instructing. The speech should not involve too many steps and the audience should be able to repeat your task at the end of the demonstration. (Ideas: <http://zimmer.csufresno.edu/~lcarvalho/howtoideas.htm>)

Informative Speech (4-6 mins)

What are you interested in? What is your passion? Science, Technology, History, The Arts, Literature, Education, Business? Select a topic based on your interest. Once you have selected a topic, conduct library research (3 sources) to support your presentation. Create a slide show presentation (PowerPoint/Keynote/Prezi) that incorporates a clear beginning, middle and end using research, images, videos, quotes and fun facts to support your speech. Present your findings to your classmates in an interesting and organized manner

Persuasive Speech (4-6 mins)

In 4-6 mins convince the audience/class to either share your belief or take action based on a researched topic of your choice. Use the same guidelines that you used to select a topic for informative speech. Once you have selected a topic, conduct library research (3 sources) to support your presentation. Create a slide show presentation (PowerPoint/Keynote/Prezi) that incorporates a clear beginning, middle and end using research, images, videos, quotes and fun facts to support your speech. Present your findings to your classmates in an interesting and organized manner

Failure to complete the Informative or Persuasive Speech will result in a final grade of an "F".



