**Course Description**

Students study the theory and techniques of public speaking in a democratic society. Students will apply rhetorical principles to topic selection and audience analysis, research and reasoning of information, speech composition and outlining, presentation aids and delivery, and listening and evaluation of public discourse. Students practice effective communicative strategies for various types of original speeches including informative and persuasive speeches. Focus will be on developing credibility as a speaker and demonstrating confidence before an audience.

**Student Learning Outcomes**

1. Describe basic principles of human communication. 2. Analyze audiences to adapt their communication style to acknowledge the differences in others. 3. Evaluate reliability of information sources. 4. Utilize appropriate speech organization. 5. Perform basic delivery skills for a live audience. 6. Create and effectively utilize professional quality presentation aids.

**TEXTBOOK**

A Pocket Guide to Public Speaking
5th Ed.
LACC Edition

**MATERIALS**

3x5 notecards; Timer; Computer and printer; Video recorder; 2 Scantrons

**DROP DATES**

Last Day:
without a “W” 2/20
with a “W” 5/7

**Contact Information**

"Stay connected"

**Professor:**
M. “Shae” Hsieh

**Office:**
CC 187

**Office Hours:**
Mon/Wed
1:00pm-3:00pm
Tue/Thu
10:30am-12:00pm
or by appointment

**Email:**
hsiehm@lacitycollege.edu;
prof.shae@gmail.com

**Phone:**
(323) 953 - 4000 ext. 2961

**Website:**
profshae.weebly.com

*All course/campus policies, assignment details, and more!*
Assignments, Points, & Schedule

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Possible</th>
<th>Earned</th>
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</thead>
<tbody>
<tr>
<td>10 Steps Quiz</td>
<td>20</td>
<td></td>
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<tr>
<td>Agreement Form</td>
<td>5</td>
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<tr>
<td>Current Event Speech &amp; OM</td>
<td>20</td>
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<tr>
<td>Topics Pitch</td>
<td>10</td>
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<tr>
<td><strong>XC: PSA Measure &amp; Plan</strong></td>
<td>10</td>
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<tr>
<td>Cultural Artifact Speech &amp; OM</td>
<td>20</td>
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<tr>
<td>Impromptu Speech</td>
<td>20</td>
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<tr>
<td>Test 1</td>
<td>50</td>
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<tr>
<td>Language Analysis Group</td>
<td>60</td>
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<tr>
<td>Informative Speech</td>
<td>75</td>
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<tr>
<td>Informative Outline</td>
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<td>Informative Peer Feedback</td>
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<tr>
<td><strong>XC: Info Speech Self-Eval</strong></td>
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<tr>
<td>Test 2</td>
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<tr>
<td>Persuasion Analysis Group</td>
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<tr>
<td>Persuasive Speech</td>
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<td>Persuasive Outline</td>
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<tr>
<td>Persuasive Peer Feedback</td>
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<tr>
<td>Final Speech &amp; OM/Video</td>
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<tr>
<td>Participation/Attendance</td>
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<tr>
<td><strong>Total Points Possible</strong></td>
<td>700/720</td>
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Assignments, points, and schedule are tentative and subject to change with notice.

“All the GREAT speakers were bad speakers first.”

Ralph Waldo Emerson, Poet

“Make sure you have finished speaking before your audience has finished listening.”

Dorothy Sarnoff, Musical Artist

“Proper Planning and Preparation Prevents Poor Performance.”

Stephen Keague, Author

Let our educational journey begin!
<table>
<thead>
<tr>
<th>Week/Date</th>
<th>Monday</th>
<th>What’s due?</th>
<th>Before next week...</th>
</tr>
</thead>
</table>
| 1 2/6     | • Welcome to Comm 101!  
• Course Overview via Syllabus Speech  
• 10 Steps for Speech Success Overview | Your commitment and excitement to grow as a public speaker! | Read 10 Steps article and Chapters 1-5 |
| 2 2/13    | • Intro to Communication - Public Speaking  
• The Role of the Audience  
• Managing Speech Anxiety  
• The Dynamic Speaker | • 10 Steps Quiz  
• Agreement Form | • Read Chapters 7, 10-13, 16-18;  
• Complete Current Event Speech & OM, Topics Pitch and PSA Measure & Plan (Optional) |
| 3 2/20    | Presidents’ Day  
No Class | | |
| 4 2/27    | • Topic Clarification  
• Organizational Patterns (Body)  
• Outlining Part 1 | • Current Event Speech & Outline Manuscript  
• Topics Pitch  
• PSA Measure & Plan (Opt.) | • Read Chapter 14;  
• Complete Cultural Artifact Speech & Outline Manuscript |
| 5 3/6     | • Introduction, Conclusion, & Everything in Between  
• Outlining Part 2 | Cultural Artifact Speech & Outline Manuscript | Read Chapter 6 |
| 6 5/13    | • Audience Analysis  
• Assign group for LAGP | Tribute Impromptu Speech | • Read Chapters 15, 19-21;  
• Review for Test 1 |
| 7 3/20    | • Presentation Aid  
• Language | Test 1 | • Read Chapter 22;  
• Complete LAGP |
| 8 3/27    | • Informative Speaking | Language Analysis Group Presentation | Complete Informative Speech & Outline Manuscript |
| 9 4/3     | Spring Break  
No Class | | |
| 10 4/10   | Group A and Group B | Info Speech, Outline Manuscript, & Peer Feedback | |
| 11 4/17   | • Group C and Group D  
• Assign group for PAGP | Informative Speech, Outline Manuscript, & Peer Feedback | Read Chapters 8-9, 23-24 |
| 12 4/24   | • Library Research  
• Group Meeting | | |
| 13 5/1    | Persuasive Speaking | Test 2 | Complete PAGP |
| 14 5/8    | Persuasion Analysis Group Discussion | | Complete Persuasive Speech & Outline Manuscript |
| 15 5/15   | Group C and Group D | Pers Speech, Outline Manuscript, & Peer Feedback | | |
| 16 5/22   | Group A and Group B | Pers Speech, Outline Manuscript, & Peer Feedback | • Read Chapter 25;  
• Complete Final Speech and Outline Manuscript |
| 17 5/29   | Memorial Day  
No Class | | |
| 18 6/5    | Final Class Meeting  
5:00pm-7:00pm | Final Speech & Outline Manuscript | |

Assignments, points, and schedule are tentative and subject to change with notice.
Course: COMM 101
Title: PUBLIC SPEAKING

Course Description
Students study the theory and techniques of public speaking in a democratic society. They learn discovery, development, and criticism of ideas in public discourse through research, reasoning, organization, composition, presentation, and evaluation of various types of speeches including informative and persuasive extemporaneous public speeches utilizing effective outlines, structure and style.

Units/Transferability
Transferrable to UC and CSU

Prerequisites/Co-requisites/Advisories
No Prerequisite. No Corequisites. Advisory: English 101

Course Student Learning Outcomes
1) Students will perform basic speech delivery skills. 2) Students will utilize appropriate speech organization.

Grading Scale or Criteria
A - Excellent
B - Good
C - Satisfactory
D - Less than satisfactory
F - Failing
P - Pass; at least equivalent to a “C” grade or better
NP - Not Pass; equal to “D” or “F” grade

Drop and Repeats
Effective July 1, 2012 students are allowed three (3) attempts to pass a single class within the Los Angeles Community College District. If a student gets a “W”, “D”, “F”, or “NP” as a grade in a class, that counts as an attempt. If you think you will not be able to complete this course with a C or better, please drop by the due date.

Attendance Policy
Students who are registered and miss the first time the class meets may lose their right to a place in the class. Whenever students are absent more hours than the number of hours the class meets per week, the instructor may exclude them from class. If the instructor determines that there are no mitigating circumstances that may justify the absences, the instructor may exclude a student from the class. Students are responsible for officially dropping a class that they stop attending.

Financial Aid
If you need help paying for books and other college expenses, call the Financial Aid Office at (323) 953-4000 ext.2010 or email finaid@lacitycollege.edu.

Accommodations
Students with a verified disability who may need authorized accommodation(s) for this class are encouraged to notify the instructor and the Office of Special Services (323-953-4000, ext.2270 or email oss@lacitycollege.edu) as soon as possible, and at least two weeks before any exam or quiz. All information will remain confidential.

Student Code of Conduct
Violations of academic integrity include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one’s identity for the purpose of enhancing one’s grade (see LACCD Board Rule 9803.28). Penalties may include a grade of zero or "F" on an exam or paper, or even suspension from the College.