

**CST 101 – FUNDAMENTALS OF SPEECH**  
**Course Syllabus**  
**Term I, 2004-2005**

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**Office Hours:**  
**M W F 9 – 9:50 a.m.**  
**M W F 1 – 2 p.m.**  
**\*\*\*\*(or by appt.)\*\*\*\***

**COURSE OBJECTIVES**

1. To introduce students to the field of communication studies as it applies to public speaking.
2. To help students acquire basic public speaking skills.
3. To demonstrate to students the relationship between critical thinking and the analysis of messages.

**CLASSROOM APPROACH**

This public speaking course combines a theoretical and applied approach. The classroom approach utilizes integrated lectures, classroom participation exercises, videotaped examples, and oral and written assignments to enhance the internalization and transferability of public speaking skills and principles. This approach answers the needs of students who wish to develop larger and more flexible repertoires of public speaking skills relevant to the management of their present and future careers.

**TEXTBOOK**

Public Speaking in the Age of Diversity (2<sup>nd</sup> edition) by Teri Gamble and Michael Gamble. The textbook reading assignments should be completed by the date indicated on the class schedule. Exam questions will be based on both reading assignments as well as classroom lecture material.

## **ATTENDANCE**

Because it is felt that one can learn by observing other speakers and by evaluating their strengths and weaknesses, YOUR ATTENDANCE IS MANDATORY.

Any absences in excess of two (2) will be detrimental to your attendance and participation grade through the reduction of five (-5) points for each absence. (Tardies will be considered partial absences.) Absence on any date in which you are assigned to speak is considered inexcusable and will result in an “F” for that speech. If you are ill, or for some other reason find it impossible to attend class on a day that you are assigned to speak, swapping speaking dates with another student is permitted.

There is NO make up for any missed assignments (speeches, papers, exams, or critiques).

## **ACADEMIC INTEGRITY**

The University of Detroit Mercy 2003-2005 Undergraduate Catalog states, “As members of the academic community in the pursuit of truth and with a special concern for values, students are expected to conform to a high standard of honesty and integrity in their academic work. The fundamental assumption under which the University operates is that work submitted by a student is a product of his/her own efforts.” (p. 285)

The attached sheet (“Plagiarism & Academic Dishonesty”) defines plagiarism and addresses the consequences of academic dishonesty.

## **OUTLINES**

Each speech must be outlined in accordance with the attached form. The outline must be handed in prior to presenting the speech to the class.

A bibliography (of all sources used) should be included at the end of the outline.

Your outline must be typed or word-processed. The outline should be in complete sentence outline form.

## **NOTE CARDS**

Note cards are allowable. Notes should be on index cards, with writing on only one side of each card. Notes should be brief, using key word ideas, and should be symbolized in accordance with the preparation outline.

## GRADES

Each speech and outline will make up a percentage of your final grade. As the semester progresses, it will be expected that new skills are added to each speech and hopefully your performance will improve. Attendance and participation as well as critiques will also be taken into consideration.

5 Speeches:

Duo introduction speech	24 points
Personal experience speech	27 points
One idea speech	50 points
Informative speech	100 points
Persuasive speech	100 points

Exam 1	50 points
Exam 2	50 points
Final Examination	50 points

Attendance and Participation	<u>50 points</u>
Total:	501 points

## GRADING SCALE

474-501	A	434-448	B+	384-398	C+	334-348	D+
449-473	A-	419-433	B	369-383	C	299-333	D
		399-418	B-	349-368	C-	0-298	F

## TENTATIVE CLASS SCHEDULE

Note: This schedule is subject to changes at the instructor's discretion.

Monday, January 10	Orientation to the Course
Wednesday, January 12	Explain Duo Introduction Speech Assignment Interviews With Partners
Friday, January 14	Communication Breakdown Exercise Definition, Characteristics, and Elements of Communication Interviews With Partners Read Chapter 1

Monday, January 17	No Class (Martin Luther King, Jr. Holiday)
Wednesday, January 19	*Duo Introduction Speeches
Friday, January 21	*Duo Introduction Speeches
Monday, January 24	Communication Apprehension Read Chapter 2
Wednesday, January 26	Perception Explain Personal Experience Speech Assignment
Friday, January 28	Perception (continued)
Monday, January 31	Language Read Chapter 12
Wednesday, February 2	Introductions and Conclusions Read Chapter 10
Friday, February 4	*Personal Experience Speeches
Monday, February 7	*Personal Experience Speeches
Wednesday, February 9	*Personal Experience Speeches
Friday, February 11	Nonverbal Communication Read Chapter 13
Monday February 14	Mechanics of Speech Preparation Topics, Audience Analysis, and Mechanics Explain One Idea Speech Assignment Review for Exam #1 Read Chapter 3 and Chapter 5
Wednesday, February 16	<b>*Exam #1 (Chapters 1,2,3,5,10,12,13 and classroom lecture material)</b>
Friday, February 18	Outlining Thesis Statements and Purpose Statements Main Points, Sub-points, and Support Read Chapters 6,8, and 11

Monday, February 21	Organizing Materials Audience Adaptations Read Chapter 9
Wednesday, February 23	*One Idea Speeches
Friday, February 25	*One Idea Speeches
Monday, February 28	*One Idea Speeches
Wednesday, March 2	Listening Explain Informative Speech Assignment Read Chapter 4 and Chapter 15
Friday, March 4	Critiques Audience Polls Research Read Chapter 7
Monday, March 7	NO CLASS (Spring Break)
Wednesday, March 9	NO CLASS (Spring Break)
Friday, March 11	NO CLASS (Spring Break)
Monday, March 14	Visual Aids Review for Exam #2 Read Chapter 14
Wednesday, March 16	*Exam #2 (Chapters 4,6,7,8,9,11,14,15, and classroom lecture material)
Friday, March 18	*Informative Speeches
Monday March 21	*Informative Speeches
Wednesday, March 23	*Informative Speeches
Friday, March 25	NO CLASS (Easter Recess)
Monday, March 28	*Informative Speeches

Wednesday, March 30	*Informative Speeches
Friday, April 1	*Informative Speeches
Monday, April 4	An Introduction to Persuasion Maslow's Hierarchy of Needs Monroe's Motivated Sequence Explain Persuasive Speech Assignment Read Chapter 16
Wednesday, April 6	Persuasive Appeals Ethos, Logos, and Pathos
Friday, April 8	Impromptu Speeches (for extra credit points)
Monday, April 11	*Persuasive Speeches
Wednesday, April 13	*Persuasive Speeches
Friday, April 15	*Persuasive Speeches
Monday, April 18	*Persuasive Speeches
Wednesday, April 20	*Persuasive Speeches
Friday, April 22	Course Debriefing and Evaluation Review for Final Exam
Monday, April 25- Saturday, April 30	Final Exam Week (Chapter 16 and classroom lecture materials)