**SPC 1608 Fundamentals of Speech**

**Policy Statement Fall 2014**

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Teaching Hours: WC-5-258 MW 8:30-9:45

WC-5-258 MW 10:00-11:15

WC-5-258 MW 11:30-12:45

WC-5-258 MW 1:00-2:15

Office Hours: WC 5-256 MW 8:00-8:30

 WC 5-256 TR 9:00-11:00

[mlima2@valenciacollege.edu](file:///C%3A%5CDocuments%20and%20Settings%5Cmlima2%5CMy%20Documents%5CPS%202014%5Cmlima2%40valenciacollege.edu) M-F 4:00-5:00

**Catalog Description**

Principles of oral communication common to speaking and listening. Emphasis on listening techniques, preparation, and delivery techniques for extemporaneous speaking.

**Valencia Student Competencies**

Valencia faculty has defined four inter-relational competencies (Think, Value, Communicate, and Act) that prepare students to succeed in the world community. These competencies are outlined in the college catalog. In this course, through classroom activities, discussions and lectures you will further your mastery of these core competencies.

**Cultural Diversity**

 Everyone has a unique cultural background. Each person, therefore, has a new perspective to offer on life. College classes are public forums. All class members are invited, and encouraged, to share any aspect of their culture or their personal perspective on issues. In order to allow all students to feel comfortable in expressing their own opinions, beliefs and values, all class members are required to listen and share respectfully and ethically. Before making comments in class discussion or during presentations, consider that most of our culture is not readily visible. We do not know who is in our class.

 Culture in this class is broadly construed. Some elements of culture include: age, race, ethnicity, religion, gender, sexual orientation, socio-economic status, ability/disability, military service, political affiliation, height, weight, education, family background, work experience, and relationship status to name a few.

 While the classroom is a public forum, hate speech will not be tolerated. A student who engages in hate speech will be removed from class. If a statement made in class makes you feel uncomfortable please feel free to address the issue in class. You may also speak to me after class, email me, visit me during office hours, telephone me or write me a note. I will follow up on it. If you say something that comes out wrong or that you later regret, then make corrections or apologies as needed.

**Attendance is Mandatory!!!!!!!!!!!!!**

 This course relies on discussion and student involvement. Additionally, many of the assignments are in-class activities; you must be present to receive credit for them. Going to college costs you a small fortune. Before you blow off a class, calculate how much money you are throwing away!
 All absences are equal. This means whether you are sick, a family member dies, or you choose not to come to class, all will be counted as absences. You are all adults; you make decisions and accept the results. Life happens, so plan accordingly.

 **Missed assignments may not be made up. No exceptions. Late assignments will not be accepted. No exceptions.** If you know you will be absent on a due date -turn it in early, or have a friend bring it to class. I must have it before 5:00 pm on the due date. If you email me an assignment I must receive it by 5:00 pm.

**Arriving to class late is rude and disrespectful. You chose your schedule so be sure that you are able to arrive on time.** It is your responsibility to plan for traffic delays, parking problems and other complications that may arise. Each late will count as a partial absence. 5-10 minutes late is 1/3 of an absence. 10-20 minutes late ½ of an absence. Any more than 20 minutes and you will be counted as fully absent.

 **Engaging in text messaging or using any electronic devices during class time is not acceptable**. Please turn all cell phones off before you enter the class room. Distracting behavior, including but not limited to, cell phone usage will result in your being asked to leave and recorded as an absence.

 **Perfect attendance will be rewarded with 10 bonus points.** One absence earns 5 bonus points. Two absences will neither help nor hurt your grade. Any student who misses 4 or more classes will be withdrawn.

**Students with Disabilities**

If you have a disability which requires special accommodations in the classroom please bring me or send me the list of accommodations the Office for Students with Disabilities deems necessary. I will ensure that all are either met or exceeded. If you are not sure you have a disability you may make an appointment with the office to be evaluated.

**Plagiarism**

I take plagiarism VERY seriously. If I catch a student plagiarizing a paper or speech I will fail that student for the course. Additionally, I notify the Dean of Communication and take any further disciplinary action deemed necessary.

**Speech Communication Department Academic Honesty Policy**

All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty includes, but is not limited to, plagiarism (purposeful and accidental), cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

All speeches and assignments must be your original work. Any sources used in any assignment must be properly cited (this includes both direct quotes as well as information that you synthesize and report in your own words). Consequences according to Valencia Policies and Procedures ([http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193HYPERLINK "http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\_1=8&navst=0"&HYPERLINK "http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\_1=8&navst=0"volumeID\_1=8HYPERLINK "http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\_1=8&navst=0"&HYPERLINK "http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\_1=8&navst=0"navst=0](http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID_1=8&navst=0)) include:

* Failure of the assignment
* Failure of the course
* Being reported to the Dean of Communication which may result in expulsion from the college

**Assignments**

**In-Class Activities** worth 10 pts each

**Impromptus** 1-2 minute speeches delivered in class with minimal preparation. 10 points each

**Value Speech** 3-5 minute speech on one value that is important to you. You will have an Intro (with Attention-Getter, Thesis and Preview) A Body (with 3 Main Points and support) and a Conclusion (with a Review and Memorable Closing Statement). Worth 50 points

**Peer Evaluations** you will evaluate some of your classmates for each of the graded speeches. 10 point each speech round.

**Self Evaluations** you will evaluate yourself for each graded speech. 10 points each.

**Culture Speech** 4-6 minute speech. You will pick a culture that you are a part of and inform the class on three main aspects of that culture. You will have an Intro (with Attention-Getter, Thesis, Credibility, Relevancy and Preview) A Body (with 3 Main Points and support) and a Conclusion (with a Review and Memorable Closing Statement). You will submit a full sentence/full content outline and a 3 item bibliography. You are required to use a visual aid. 100 points

**Outline** full sentence full content outline. I will provide a sample and instruct on proper construction. Typed, single-spaced, 12pt font. 25 points

**Bibliography** 3 sources required for culture speech; 5 sources required for persuasive speech. Typed MLA. 10 points each.

Visual Aid required for culture and persuasive speeches. 10 points each.

**Persuasive Speech** 4-7 minute speech. There are only two topics off limits DEATH PENALTY and ABORTION. You should choose a topic that you are passionate about and that you have some type of involvement with. You will have an Intro (with Attention-Getter, Thesis, Credibility, Relevancy and Preview) A Body (with 2-4 Main points or arguments and support) and a Conclusion (with a Review and Memorable Closing Statement). You will submit a full sentence/full content outline if your score on the culture outline was 22 or below. You may choose to submit an outline if your score was above 22. Everyone will submit a 5 item bibliography. 3 quotes or citations are required. You are required to use a visual aid. 100 points

**Ceremonial Speech** 3-5 minutes. You will deliver a speech that would be appropriate at a ceremony, such as, but not limited to, a funeral, wedding, award ceremony, retirement, graduation etc. 50 points