

Introduction to Speech Communication SPC 1017 (3998)
Syllabus fall 2019 (Subject to change)

Instructor: Anthony Valentine, PhD M & W 11:00 a.m-12:15 p.m. TS-LY223
Office: TS-LY245. Office Hours: T.B.A. Phone: (727) 302-6430
Email: E-mail the instructor through My Courses from your SPC e-mail only. G-mail,
Yahoo mail, etc. will be blocked from delivery.

Welcome. I look forward to having you in my class. Let's have a great semester.

- No Required Text. Take good notes.
- 3 x 5 index cards: You may use only 3 x 5 cards for speech notes.

According to the SPC Student Handbook, cell phone use is not permitted in class.

Course Description: "G" Prerequisite: (ENC 0020 or EAP 1695) or satisfactory score on the SPC placement test. This course is designed to assist the student in understanding and implementing oral communication and critical thinking skills. Learning is centered on student participation in a variety of speaking-listening situations designed to enhance the understanding of the interpersonal nature of all speech communication. This course partially satisfies the writing requirements as outlined in General Education Requirements. Credit is only given for one of the following: IDS 1101H, SPC 1017, or SPC 1017H. 47 contact hours

Expected Learning Outcomes: At the completion of this course, students will be able to demonstrate:

- The basic communication process including verbal and nonverbal communication
- The components of interpersonal, intercultural, and gender communication
- Competence in perception, critical listening and thinking
- Research, construct and deliver effective presentations and in-class exercises
- How to analyze and adapt to various audiences
- The interpersonal process of small group communication
- Effective writing ability

For success:

- Arrive on time and stay and participate the entire class.
- Take good notes for quizzes and assignments.
- Complete all assignments on time and according to assignment guidelines.
- Maintain a professional attitude.
- Follow the syllabus guidelines and schedule.
- Check My Courses and e-mails regularly.
- Personal issues: visit Student Services or call Bay Care: 800-878-5470.
- SPC Tech Support: (727) 341-4357

Assignments: Students must read and/or print assignments posted in My Courses to understand the details of each assignment. All work must be original.

Perception Essay (100 points). 2-3-page essay typed and double-spaced in Microsoft Word according to the assignment. Include at least two concepts from the class discussion about Perception. Submit to the drop box on time.

Nonverbal Communication Assignment in Class (100 points). Teams of 4 will make a video reenacting a nonverbal communication scenario based on concepts from the nonverbal communication class discussion.

Intercultural Assignment in Class (100 points; 2-4 minutes). Teams of 4 will perform a scene in class based on concepts from the class discussion.

Delivery Assignment in Class (100) points). Print or download to your phone a news story from a credible organization, such as CNN, New York Times, TBT, etc. and bring the story to class to practice speech delivery.

Speech Assignment: Introduce a Classmate Informative Speech: (100 points; 2-3 minutes) Teams of two will perform an Introduce a Classmate assignment to the class. Submit a typed outline in format to the drop box.

Speech Assignment: Persuasive Speech (100 points; 1-2 minutes): Each student will perform a Persuasive Speech according to the assignment. Submit an outline. All work must be original. Include a visual: PowerPoint, Prezi, or Google Docs.

Group Workplace Conflict Presentation (100 points; 3-6 minutes).

Groups of 4 will act out a conflict and a resolution that might reasonably happen in the workplace from the Group and Workplace Communication class discussions.

Quizzes Online (2 @ 100 points = 200 points). Quizzes in My Courses are open for 7 days with a 3-hour time limit.

Active Participation (100 Points) In-class participation for various projects

Optional Extra Credit Comprehensive in-class exam (50 points)

Grading Policy: 1000 possible A = 900-1000 C = 700-799 F = 599 and below
 B = 800-899 D = 600-699

Grading Policy: All grades and attendance are posted in My Courses. Final grades are based on the total of all points earned on assignments. Individual student grades will only be discussed during office hours, by appointment, or by My Courses e-mail and not in the classroom.

In an effort to maintain a distraction-free classroom focused on learning and student success, students will be notified if their behavior is not compliant with the SPC Code of Conduct. If their behavior is not corrected, students may be asked to leave the classroom and/or be required to meet with administration. In some instances, students may be permanently withdrawn from the class. SPC Student of Code Conduct can be found at: <http://www.spcollege.edu/studentconduct/>.

Late work policy: No late work is accepted. All quizzes must be completed by the due dates. All written assignments are due in their respective Drop boxes or My Courses by the due dates. Otherwise, these assignments are considered late/incomplete with a grade of "0" issued. Do not wait until the last minute. Use a computer with Microsoft Word. Bibliographies must be in MLA format. For MLA format: www.easybib.com or <https://owl.english.purdue.edu/owl/resource/747/01/>.

No Make up: There will be extra points for various in-class activities for those present. Participation/Attendance: Active participation means attending all class meetings and actively participating during each class. Be punctual, stay for the entire class period, respond to questions, and participate in assignments and exercises. **Any use of a cell**

phone or improper use of electronics, or improper behavior during class, or lack of participation may result in removal from class. The instructor defines and determines participation, attendance, absences, and points added for participation. The instructor reserves the right to lock the door and not allow late entry. Students may voluntarily withdraw with a “W” on or before 10/24/19. After 10/24/19, students with below a 60% grade point average, including missed assignments, or with more than 4 absences (excused/unexcused), may be withdrawn with a “WF.”

Prohibited Visual Aids and Speech Topics (we respect students under 18 years of age):

Nudity or adult themes	Smoking/drugs/alcohol
Anything illegal	Distracted driving

Use of any of these topics or visual aids, or any that the instructor does not approve of, or plagiarized presentations will result in a “0” grade for the assignment with no make up opportunity. Your instructor defines and determines appropriate topics and visual aids, including those not listed above.

Acceptable Visual Aid Formats: PowerPoint or Prezi, or Google Slides

Some assignments allow You Tube.

Students can download Microsoft Office free of charge.

Save PowerPoint visuals to an external drive. Mac users save a pptx. and a ppt.

Attach your PowerPoint file to your My Courses e-mail only and retrieve it in class.

Login to Prezi or Google Slides in class.

Please see the Syllabus Addendum: <http://www.spcollege.edu/addendum/> concerning Grading and Repeat Course Policy, Attendance/Active Participation, Financial Aid, Graduation Requirements, Academic Honesty, Student Requirements, Sexual Predator information, Accessibility Resources , and Plagiarism/Academic Honesty. Your instructor reserves the right to question student academic honesty and to decide whether or not an assignment fulfills requirements for academic honesty.

Student Survey of Instruction: This is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement. It will be available during the second half of the semester in our My Courses website. Please complete the survey to help your instructor improve, and so you can view your final grades in My Courses.

Course Schedule: Subject to Change

- Mon. 8/19: Introduction, My Courses, syllabus, and assignments.
Wed. 8/21: 1: Introduction to Human Communication.
Mon. 8/26: 2. Perception, Self, and Communication; Review Perception Essay assignment
Wed. 8/28: 3. Language and Meaning. **Exercise**
Mon. 9/2: **Labor Day no class**
Wed. 9/4: 4. Nonverbal Communication. Form teams and **prepare for Nonverbal Video Assignment.**
Mon. 9/9: Prepare Nonverbal assignment out of class.
Wed. 9/11: **Play Nonverbal videos in class**
Mon. 9/16: 6. Interpersonal Communication. Review Intercultural assignment.
Perception Essay due
Wed. 9/18: 7. Intercultural Communication. Form teams and prepare for Intercultural Assignment.
Mon. 9/23: **Intercultural Assignment; Quiz #1: 1-7 open 9/23-9/30.**
Wed. 9/25: 8. Informative Presentations. Review Informative Speech Assignment and form teams
Mon. 9/30: 9. Organizing Your Presentation. **Teams meet**
Wed. 10/2: 10. Delivery. Review Delivery Assignment. **Teams meet**
Mon. 10/7: **Delivery Assignment**
Wed. 10/9: **Delivery Assignment.**
Mon. 10/14: **Rehearse Informative Speech. Informative Outlines due**
Wed. 10/16: **Informative Speech Assignment**
Mon. 10/21: **Informative Speech Assignment**
Wed. 10/23: Chapter 11. Persuasive Presentations
Mon. 10/28: Chapter 12. Topic Selection and Audience Analysis.
Wed. 10/30: Chapter 13. Being Credible and Using Evidence. Visual Resources
Mon. 11/4: **Rehearse Persuasive Speech. Discuss your topic and sources. Outlines due**
Wed. 11/6: **Perform Persuasive Speech Assignment**
Mon. 11/11: **Veterans Day no class**
Wed. 11/13: **Perform Persuasive Speech Assignment**
Mon. 11/18: 14. Workplace Communication. Review Group assignment. **Groups meet**
Wed. 11/20: 15. Small-Group Communication. Groups meet. **Quiz #2: 9-15 open 11/20-12/2. Groups meet and rehearse.**
Mon. 11/25: Research Day
Wed. 11/27: Thanksgiving
Mon. 12/2: **Perform Group Workplace Conflict assignment.**
Wed. 12/4: Optional Final Exam in class for extra credit
12/9-12/12: Final Exam Week if needed

Instructor reserves the right to change the syllabus at any time.