Spring 2024
COM: 1010
3 Credits

Professor Susanna Randolph

SUSANNA.RANDOLPH14@login.cuny.edu

423-400-5215 (For texting only. See directions below)

Course Description:
The aim of this course is to develop effective skills in speech communication. The student examines how to generate topics and organized ideas, master elements of audience psychology and practices techniques of speech presentation in a public forum. All elements of speech production and presentation are considered.

Students in this course learn to:
- Understand and use communication theories related to public speaking
- Appreciate the various ethical concerns involved when one develops and presents a public speech
- Research topics for speeches using traditional and new media methods and sources
- Determine situational and audience needs and constraints when developing and delivering speeches
- Organize and deliver speech presentations on informative and persuasive topics through preparation outlines and speaking outlines
- Understand how to design and use presentation aids
- Understand and produce constructive criticism of public speeches, including their classmates' speeches

Course Guidelines
This course provides training and practice in the preparation and delivery of original speeches, encourages the use of clear language, develops students' awareness of intellectual and ethical aspects of communication, and promotes critical thinking and academic research. This is a required for all undergraduate degrees granted by Baruch College.

Objectives
This course is designed to acquaint students with the theory and practice of basic speech communication skills. The focus of the course is on extemporaneous public speaking, drawing implications from other forms of oral and written communication throughout the semester.

In this course students should:
1. Gain an appreciation for the diverse requirements of situation and audience in oral communication.
2. Develop basic skills in organizing and delivering speeches.
3. Become acquainted with the issues pertinent to oral interpretation, small group communication, interpersonal communication and/or debate

Required Text: Advanced Public Speaking: https://uark.pressbooks.pub/speaking/

Other Resources Notebook, Writing utensil, Note cards, *Tools for Clear Speech

Use of Technology (If Applicable)
Students must keep their cellphones and other electronic devices turned off and put away during class, unless they are being used for a class activity.

Evaluation and Requirements of Students

Speeches (5)	34% (Each speech is worth a different %)
(Intro: 3, Process: 8, Informative:10, Persuasive:10, S.0.: 3)	
Outlines (5)	23%
(Intro: 2, Process: 4, Informative: 5, Persuasive:10, S.0.: 2)	
Evaluation Paper (1)	5%
Quizzes (3)	6%
Exams (1) (Final Speech)	7%
Peer Feedback (5)	5%
Speech Videos (5)	5%
Speech Topics (4)	4%
Class Collaboration	6%
Expert Detective	5%

College Attendance Policy
Class attendance is mandatory. Baruch policy states that "all students are required to attend every session of their courses. If a freshman or sophomore is absent in excess of twice the number of class sessions per week, the instructor *must* give the student a WU grade, which counts as an F. The instructor December give a junior or senior a WU grade (the equivalent of an F) for excessive absences. The WU grade December be given by the instructor at any time." (Baruch 2000-2002 Undergraduate Bulletin, p. 49) Emphasis added.

Late Work
Speeches: must be presented on the assigned date. You December only schedule a make-up if you provide appropriate documentation to the professor, such as a doctor's note or an accident report.
Outlines: will be accepted late for partial credit up until 48 hours after the due date.
Quizzes & Exams: must be made up before the next class period.
Peer Feedback: must be completed by the next class period.

Baruch 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 December 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. For further information on integrity and behavior, please consult Baruch's Plagiarism Policy online

ESL
Oral comprehensibility is essential for college and workplace success. If you are a nonnative speaker and

would like to improve your spoken English, please make an appointment with one of the professional speech tutors at the Student Academic Consulting Center (SACC, NVC 2-116) for free one-on-one tutorials. In addition, please visit the new ESL Lab (NVC 6-121, enter through NVC 6-120) for individual practice. See http://Brightspace.baruch.cuny.edu/wsas/academics/communication/Resources.htm#Lab for more information on tutorials, lab services, and accent reduction FAQs.

Consultation

Please feel free to reach out to me with any questions, comments, or concerns. I check my Baruch College email at least once a day Mon-Fri during regular business hours. If you need to get a hold of me quickly, send a text message to: (423) 400-5215 and identify your name and which class you are in at the beginning of every text conversation. You December only text me between 8:00 am-6:00pm and I will respond as late as 8:00pm Sunday-Saturday. Please note that this means that it is inappropriate to text me at 1:00 am.

Helpful Information

Student Academic Consulting Center (SACC):

You can help by referring students in your classes to SACC, Vertical Campus 2-116, phone 646 312 4830, where they can make appointments for "COM 1010 tutoring." Tutoring in SACC is directed at basic COM 1010 skills, including topic development, outline preparation and strategies for effective delivery. Students December also benefit from work in the ESL Lab, 6th floor, enter through Room 120 (whether with a Speech Consultant or on their own), as well as from SACC's Conversation Hour, offered twice weekly throughout the semester. Please visit the SACC website for more information, or contact SACC's Writing and Communications Tutorial Coordinator, DJ Dolack at 646 312 4834 or dennis.dolack@baruch.cuny.edu.

Counseling Center

The Counseling Center operates as part of Student Affairs. They offer confidential, individual and group counseling and psychotherapy in the Annex Building at 137 East 25th Street (9th floor) http://Brightspace.baruch.cuny.edu/studentaffairs/counselingCenter.htm

Contact: (646) 312-2155 or email counseling@baruch.cuny.edu

Campus Intervention Team (CIT)

Visit http://Brightspace.baruch.cuny.edu/studentaffairs/cit.htm for information on supporting students who show signs of being in crisis. Possible signs are listed on the website and a brief form is available to communicate to the team, who will follow up with the student immediately to offer support.

***Tools for Clear Speech (TfCS)**

Strengthening the oral communication skills of English language learners and nonnative English speakers at Baruch College. TfCS Speech Consultants will work with you in one-to-one sessions to address your challenges and help develop your skills. https://tfcs.baruch.cuny.edu/

Food Access

For assistance acquiring food CUNY has a range of options for its students. Visit https://studentaffairs.baruch.cuny.edu/dean-of-students/food/ for more information

Course Calendar

The discussion topics, readings, and assignments due for each class meeting are listed below. It is important that you have the readings and assignments done **before** you come to class.

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
1	Wednesday August 27th	**Come Prepared to Move!** 35. Delivery Methods- Which One Should I Use?	• **Read the Syllabus, Baruch Assignment Instructions, and Looked at Blackboard** • **Exchange contact information with 2 classmates before you leave the classroom (you must show me before you leave)** Homework • Read Chapters • Find Partner for Introduction Speech
	Monday September 1st	**No Class**	

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
	Wednesday September 3rd	**Introduction to the Course** • **Syllabus** • **Speech Assignments** • **Turning Assignments in** • **Expectations** • **Class Time** • **Contact Information** • **Baruch Help Centers** 5. Public Speaking--So What, Who Cares? 29. Overcome Communication Apprehension by Hacking Your Brain 30. Overcome Communication Apprehension by Hacking Your Body 31. Delivery Advice: Do Not Imagine the Audience Naked! Managing Eye Contact, Movement, and Gestures 33. Why Your Voice is the Most Important Part of Your Speech: If They Can't Hear You It is Only a Frustrating Exercise in Lip Reading	• **Joined Class Group Chat** Homework • Read Chapters • Practice Tongue Twister • Find Partner for Introduction Speech and get Toic
	Monday September 8th	**Field Trip to the Met** 3. Fallacies--Warning! Deceptive, Hateful Speech Coming Your Way	• **Introduction Topics Due** Homework • Interview Partner and gather information • Read Chapters • Select Ghost Story

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
2	Wednesday September 10th	**First Interview/Cultural Experience with Introduction Speech Partner**	• **First Interview with Partner completed** • **Decided on Ghost Story** Homework • Read Chapters • Practice tongue twister • Prepare Expressive and Dynamic Ghost Stories • Interview Partner for Intro Speech
	Monday September 15th	7. Brainstorming: Moving the Cheese Out of the Way So You Can Find Your Best Ideas 12. Organizing a Speech and Harnessing the Power of Three 13. Transitions: Bridging Ideas for a Seamless Presentation • **Selecting a Topic and a Purpose** • **Outlining a Speech** • **Organizing the Body of the Speech**	• **Decided on Ghost Story** Homework • Read Chapters • Practice tongue twister • Prepare Expressive and Dynamic Ghost Stories • Find Second Source for Introduction Speech and Do Second Interview
3	Wednesday September 17th	8. Opening a Speech: Get Their Attention from the Start! 9. Closing a Speech: End with Power and Let Them Know It is Time to Clap 10. The Power of Story: The Secret Ingredient to Making Any Speech Memorable	• **Second Source for Introduction Speech** Homework • Read Chapters • Practice tongue twister • Prepare Expressive and Dynamic Ghost Stories • Do Second Interview for Introduction Speech

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
	Monday September 22	**No Class**	
	Wednesday September 24	**No Class**	•
4	Monday September 29	• **Using Language** • **Delivery** • **Using Visual Aids** 15. Ceremonial Speaking: Identification, Magnification, Narration 16. Professional Speechwriting: Using Colorful Language in Your Speech 17. Professional Speechwriting: Metaphor, Simile, and Theme 18. Professional Speechwriting: Vivid and Sensory Words Make Your Speech Come Alive 37. Props: It is More Than Just Setting Stuff on a Table	• **Have 12 copies of the Rubric Sheet and directions for Rubrics found in Course Documents to class** Homework • Say Ghost Story playing mirror game 10 times as well as 10 full performances • Watch remaining videos of speech examples found on Brightspace on the Discussion Board titled Speech Examples. Note how they cite their sources and are expressive. Fill out the rubrics and return them next class • Practice Tongue Twister
	Wednesday October 1	**No Class**	

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
5	Monday October 6	**Ghost Stories**	• **Expressive and Dynamic Ghost Stories are Due** • **Second Interview with Partner completed and have a second source** • **11 Evaluations of the 11 Example Videos due on Brightspace** Homework • Practice Introduction Speech • Start thinking of Ideas for your Process Speech • Bring typed Outline of Introduction Speech to class with 2 sources to workshop in class. Your outline should be done and ready for feedback. • Read Chapter •
	Wednesday October 8	38. Don't Ruin a Great Presentation with Terrible Slides 39. Data Visualization: Using Statistics, Numbers, and Charts Without Boring Your Audience 1. Things That Do Not Belong In Your Speech: Curse Words, ISTS, Slang, and Bafflegab **Properly Cite and Defend 2 sources for Introduction Speech** **Work shopping Outlines for Introduction Speech. You must bring a typed copy of your outline to class** **Quiz 1**	• **Bring typed Outline of Introduction Speech to class with 2 sources** • **Topics for Process Speech are Due on Brightspace** • **Quiz 1** Homework • Introduction Outline are due on Brightspace and must Present Next Class • Practice Speech

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
6	TUESDAY, October 14th Baruch Classes follow a Monday schedule	• **Speaking to Inform** • **Researching Your Speech** • **Supporting Ideas Building Arguments** 28. Informative Speech 14. Research: Finding and Citing Your Research 2. Rhetorical History: Interview with Two Old Dead Greek Guys	Homework • Start putting together your Process Speech • Read Chapters for next class. •
	Wednesday October 15	**Introduction Speech** (Don't forget to Cite your sources)	• **All Introduction Outlines are Due on Brightspace before class.** • **Evaluate half the class (You will be designated a group)** • **Present your Introduction Speech** • **Informative Speech Topics Are Due on Brightspace** Homework • Study for quiz • Read Chapter • Post Introduction videos on Vocat • Find 2 Sources for Process Speech • Expert Journal 1

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
7	Wednesday October 22	• **Audience Analysis** 6. Engage Your Audience: Don't Spit Random Words at Generic People 11. Giving and Receiving Feedback: It is Harder Than You Think	• **Expert Detective Journal 1** Homework Bring typed Outline of Process Speech to class with 2 sources to workshop in class. Your outline should be done and ready for feedback. •
	FRIDAY, October 24th Baruch Classes follow a Monday schedule	34. Speaking to a Camera: Making Eye Contact is Key **Workshopping Outlines for Process Speech. You must bring a typed copy of your outline to class**	• **Bring typed Outline of Process Speech to class with 2 sources** • **Expert Detective Journal 2** • **Peer Evaluations are Due for Introduction Speech** • **Introduction videos are Due on Vocat** Homework • Video of Process Speech and Outline is Due BEFORE Next Class on Vocat/ Brightspace • Process Speech
8	Monday October 27	**Watch 10 and Evaluate 5 Process Speeches**	• **Expert Detective Journal 3** • **Video of Process Speech and Outline are Due Before Class on Brightspace and Vocat on the Discussion titled Process Speech Video** Homework Prepare Informative Speech
	Wednesday October 29	**Watch 10 and Evaluate 5 Process Speeches**	• **Expert Detective Journal 4** Homework • Must Cite and Defend 5 Sources for your Informative Speech Next Class

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
9	Monday November 3rd	**Properly Cite and Defend 5 sources for Informative Speech** **Watch 4 and Evaluate 2 Process Speeches**	• **Cite 5 Sources for your Informative Speech. You do not need to turn in an outline, but you will have to tell me all 4 parts needed to properly cite a source orally for each source.** • **Expert Detective Journal 5** Homework • A Typed Draft of your Informative Outline and Your 5 Sources must be brought to the Next Class. Your outline should be done and ready for feedback. • Study for Quiz • Post Citing Source Video
	Wednesday November 5th	**Present your Informative topic to a classmate and discuss strategies and tactics.** **Quiz 2** **Come Prepared to Move!**	• **A Typed Draft of your Informative Outline with bibliography must be brought to class to workshop.** • **Video of Citing Sources Due on Vocat** • **Quiz 2** Homework • Self-Evaluation Paper of the Process Speech is due Next Class • Practice Informative Speech 3-10 times a day.
10	Monday November 10th	**Watch 8 and Evaluate 4 Informative Speeches** **Discuss Speeches**	• **All of Evaluations of Process Speeches must be completed before class** • **Self-Evaluation Paper Due on Brightspace** • **All Informative Presentation and Outlines are Due on Brightspace Before Class Starts(Even if you think you will go on the last day)** •

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
	Wednesday November 12th	**Watch 8 and Evaluate 4 Informative Speeches** **Discuss Speeches**	• **Evaluate classmates in your group** Homework • Read Chapters • Think about Persuasive Speech Topic and see what you can find on these topics •
11	Monday November 17th	**Watch 8 and Evaluate 4 Informative Speeches** **Discuss Speeches**	Homework • Topics for Persuasive Speech are Due on Brightspace Next Class
	Wednesday November 19th	• **Persuasive Speaking** 4. The Science of Persuasion: A Little Theory Goes a Long Way 19. Persuasive Speechmaking: Pitching Your Idea and Making it Stick 20. Career Speech: Tell Them Who You Are and Why You Matter to Them 21. Elevator and Career Fair Pitch: Standing Out While Still Fitting In	• **All Informative Speeches in your Group must be Evaluated and Videos must be posted** • **Topics for Persuasive Speech are Due on Brightspace on the Discussion Board titled *Persuasive Speech Topic*** Homework • Prepare for Persuasive Speech

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
12	Monday November 24th	22. Toast Speech 23. Award Speech: And the Winner is... 24. Graduation Speeches: Speeches You Give in Pointy Hats 25. Eulogy-Good Words 26. Introducing a Speaker 27. Tribute Speech: Celebrate the Occasion, the Person, or the Monument	Homework • Prepare for Persuasive Speech • Read Chapters
	Wednesday November 26th	**Present your Persuasive topic to a classmate and discuss strategies and tactics.**	Homework • Prepare for Persuasive Speech • Study for Quiz 3
13	Monday December 1st	**Persuasive Speech with Q&A**	• **All Persuasive Presentations and Outlines are Due on Brightspace (Even if you think you will present on the last day)** • **Evaluate classmates in your group**

WEEK	DATES	TOPICS AND ACTIVITIES	READING AND ASSIGNMENTS
	Wednesday December 3rd	**Persuasive Speech with Q&A**	• **Evaluate classmates in your group** • **Post Video of Persuasive Speech on Vocat if you have already given your speech** • **Evaluate classmates in your group** •
14	Monday December 8th	**Persuasive Speech with Q&A**	• **Evaluate classmates in your group** • **Post Video of Persuasive Speech on Vocat if you have already given your speech** **Evaluate classmates in your group** Homework • Prepare for Special Occasion Speech • Study for Quiz 3
	Wednesday December 10th	**Persuasive Speech with Q&A** **Quiz 3**	• **Quiz 3** • **Post Video of Persuasive Speech on Vocat if you have already given your speech** • **Evaluate classmates in your group**
15	Monday December 15th	**Special Ocassion Speeches!** **Last Day of Classes!**	• **All Persuasive Speeches in your Group must be Evaluated** • **Last Day Post Video of Persuasive Speech on Vocat** • **All Special Occasion Presentations and Outlines are Due on Brightspace** • **Post Speech on Vocat** • **Last Day to Turn in Extra Credit**