**Los Angeles City College**  
**Communication Studies 101**  
**Spring 2016**

Professor Mike Kalustian  
Monday, Wednesday 10:35am-12:00pm  
Email: kalustm@lacitycollege.edu  
Office Hours: Mon. 12:00-1:00pm,  
Tue. 10:30-11:30am, Wed. 1:30-3:30pm  
Thurs. 10:30-11:30am  
Room: Franklin Hall 120  
Website: mkalust.com  
Office: CC 186  
Phone: 323-953.4000 ext. 2964

Welcome to Public Speaking! This class is designed to help you develop and refine your public speaking and critical thinking skills.

**REQUIRED TEXTBOOK:** *DK Guide to Public Speaking*  
Lisa Ford Brown

**COURSE OBJECTIVES:**
1. The Student will perform basic delivery skills
2. The Student will utilize appropriate Speech organization.

**ATTENDANCE:** Students are expected to attend ALL CLASSES, be on time, and stay for the entire class. Missing speech or evaluation days will result in a reduction of 10 points. Excessively tardy or absent students may be dropped in accordance with campus policy. A student is considered tardy if they enter class after roll is called. I take roll within the first 10 minutes of class. I count 2 instances of tardiness as an absence.

**Repeatability:** Effective as of Summer 2012 Only 3 attempts are allowed to pass a course (up to 3 Ws or Ds or Fs or any combination of Ws, Ds, or Fs.) If a student drops a class by the no penalty date, the enrollment in that class is not counted against the 3 attempts to pass the class.

**Last day to drop without Fee & Without a “W”** is Sun, February 21, 2016

**Financial Aid:** If you need help paying for books and other college expenses, call the Financial Aid Office at (323) 953-4000 extension 2010, or see them at Student Services Village room 117  
http://www.lacitycollege.edu/stusvcs/finaid

**CHEATING:** Cheating or plagiarizing any assignment will be handled in accordance to LACC campus guidelines. The guidelines can be found at  
http://www.lacitycollege.edu/schedule/catalog/LACC-Catalog.pdf

**SOCIAL CONTRACT:** In this class, we will strive to create a learning environment that encourages honest expression while respecting the beliefs, values, and differences of others, thus creating a classroom culture of mutual respect and support. You voluntarily enter this contract by maintaining your enrollment in the course. Please keep your cell phones on silent and put away during class. Students will be asked to put away any devices I feel are distracting.

**Office of Student Services:** OSS facilitates equal access for LACC students with disabilities to participate in educational programs, services, and campus activities through appropriate and reasonable accommodations. OSS is located in Student Services Village 100A (Next to Library)
ASSIGNMENTS

Introduction Speech: This is a two minute speech of self-introduction. Students will introduce themselves and explain the craziest thing they’ve ever done and what is their biggest pet peeve

Demonstration Speech: Students will instruct the class on how to perform a process and speak from 4-6 minutes.

Informative Speech: Students will speak from 5-7 minutes to offer knowledge and understanding about a specific topic of interest incorporating 3 outside research sources.

Persuasive Speech: Students will speak from 5-7 minutes to offer arguments for the purpose of encouraging listeners to take action regarding an important issue of concern and incorporate 3 outside research sources.

Speech Outlines: Due the week before each speech. With each speech you will turn in a thoroughly proofread full sentence typewritten (12 pt. font) outline. Each outline must match your speech content. Grammar and spelling count

Participation: You must participate in this course. Participation includes audience response, attendance, quizzes and various in class assignments. In accordance with CA. Ed Code, Title 5 section 55002.a.2.B

Late Assignments: There are no late assignments accepted. There are no excuses (even a doctors note) If you miss a Speech, if time allows There will be a chance for people to perform that speech on 3rd to last week of class at 50% of grade value... Note: If time allows, time may not allow for it. Bottom line... Do the work, on time, turn it in, no excuses,

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Possible Points</th>
<th>Points Received</th>
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</thead>
<tbody>
<tr>
<td>Demonstration Speech</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Demonstration Outline</td>
<td>30</td>
<td></td>
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<tr>
<td>Informative Speech</td>
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<tr>
<td>Informative Outline</td>
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<tr>
<td>Persuasive Speech</td>
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<tr>
<td>Persuasive Outline</td>
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<tr>
<td>Quizzes x 4</td>
<td>4x25, 100</td>
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<tr>
<td>Mid-Term</td>
<td>50</td>
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<tr>
<td>Term Exam</td>
<td>100</td>
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<tr>
<td>Participation</td>
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<tr>
<td>Total Points</td>
<td>900</td>
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GRADING SCALE (Total number of points accumulated)

A = 100-90%  B = 89-80%  C = 79-74%  D = 74-65%  F = below 64%
Spring 2016

Week 1
2/8 Introductions, course administration.
2/10 Chapter 1 Audience Analysis, Chapter 2 Topic and Purpose Selection

Week 2
2/15 President’s Day
2/17 Chapter 6 Outlining, Note Cards Intro speeches

Week 3
2/22 Chapter 7 Organizing the Body of your Speech, Ch. 8 Intros and Conclusions, Quiz 1 Intro speeches
2/24 Chapter 9 Using Language, Chapter 10 Delivery. Intro Speeches

Week 4
2/29 Conference
3/2 Library Day

Week 5
3/7 Chapter 13 Informative Speeches, Quiz 2
3/9 State Tournament

Week 6
3/14 Chapter 11 Presentational aids
3/16 Demonstration Speech/ Visual Aids Workshop. (Demo Outlines due)

Week 7
3/21 Demonstration Speeches
3/23 Demonstration Speeches

Week 8
3/28 Mid-Term
3/20 Informative/Source citation workshop (Informative Outlines due.

Week 9
4/4 Spring Break
4/6 Spring Break

Week 10
4/11 Chapter 12 Listening Chapter 13 Evaluating Speeches. Quiz3
4/13 Informative Speeches

Week 11
4/18 Informative Speeches
4/20 Informative Speeches

Week 12
4/25 Chapter 17 Speeches for Special Occasion
4/27 Chapter 18 On-The Job Speaking

Week 13
5/2 Chapter 15 Tools for Persuading, Quiz 4
5/4 Chapter 16 The Persuasive Speech

Week 14
5/9 Movie Day.
5/11 Persuasive Speech/ Delivery Workshop.
5/12 True Boardman Speech Tournament.

Week 15
5/16 Class activity day.
5/18 Persuasive Speeches

Week 16
Demonstration Speech.

**Assignment:** You will become the teacher and demonstrate a process to the class. Your goal is to teach the audience how to perform or explain how a process works. You will take us through the different stages of the process, from the preparation and materials needed to start, to the actual process itself, and finally the finished product. Lastly you’ll need to explain to us the benefit we gain from knowing this process.

**Example topics:**
How to Carve a wooden duck
How a hummingbird hovers.

For this assignment you must assume your audience knows nothing about your process and your goal is to explain it to them in a way they can understand and learn how to do the process by the end of your speech.

**Time:** The time limit for the speech is four to six minutes in length,

**Special requirements:** A visual aid is required for this speech. Without a visual aid the highest grade you can achieve is a D.

You’re expected to perform this speech without the use of note cards. Any sources you utilized must be cited verbally in the speech and on paper in a work cited page.

In addition to your speech you must turn in a full sentence typed MLA compliant outline (as exampled in our textbook)

Your speech will be graded by the rubric explained in our syllabus. Your outline will be graded on spelling, grammar, proper format and alignment.
Informative Speech.

Informative speaking is conducted in a variety of context. You might inform coworkers about a new policy, or present cutting edge research in a class presentation. The form of your speech will depend on your speaking goals. There are three general types of Informative presentations.

Assignment. Your presentation should provides the audience with a mental picture of an activity, object, person, place, or concept. For example you might talk about the life and writings of Zora Neil Hurston, describe the tenets of Buddhism, or the geography of Loreto Mexico. You could also talk about an Animal like a pig or an octopus.

Audience: your goal is to inform you audience with new, current, up to date, interesting information.

Time: The Time limit for this speech is 4-6 minutes

Special Requirements
1. This presentation should link the unknown or unfamiliar to what the audience already knows. (use audience analysis) I.E. Tell us something new.
2. Use clear Organizational pattern
3. Your speech must contain at least 3 outside sources, and those sources must be cited verbally in the speech and in writing on a work cited page accompanying your outline.
4. Speak extemporaneously from notes do not read.
5. Make sure your presentation is informative in nature and not persuasive. Remember your describing not asking the audience to accept or reject your idea or position.
6. Turn in a Typed outline that must be formatted according to our text’s guidelines and a work cited page.
**Persuasive Speech Assignment**

**Assignment:** You must convince the audience that a problem in our community exist, explain what is the cause of the problem, and offer a solution that we the audience can do to fix the problem.

**Topic:** Your topic must be a problem affecting our local community or individuals in our class. Your speech must contain a specific action we in the audience can take to solve this problem.

Persuasive speeches are the hardest of all speeches because it requires credibility and emotional appeal of the speaker to be successful.

**Special Requirements:**

1. This presentation should persuade your audience to take action to help solve your problem. Knows.
2. Use problem cause solution organizational pattern
3. Your speech must contain at least 4 outside sources, and those sources must be cited verbally in the speech and in writing on a work cited page accompanying your outline.

4. Speak extemporaneously from notes do not read.
5. Make sure your presentation is persuasive in nature.
6. Turn in a Typed outline that must be formatted according to our text’s guidelines and a work cited page.

Prof. M Kalustian Speech 101