



ARKANSAS STATE UNIVERSITY
MID-SOUTH

ORAL COMMUNICATION ENGL 2303

Instructor: Damariyé L. Smith, MA
Preferred name: Professor Smith

Email: dsmith@asumidsouth.edu

Office Hours: Fridays, 8am-9am via Zoom
(*appointment only*)

Course section no: 97
Course length: 10/5/2020-12/3/2020

Course Description:

This course investigates the components of oral communication through study and practice in dyadic, small group, and speaker audience situations. This course is entirely online. It is imperative that you follow due dates and keep up with assignments in order to be successful in this course. Further, this course will also be delivered online through the learning management system *Canvas*. *Canvas* gives students access to lessons, course materials, communication tools and resources. ASU Mid-South student account is used to login to the course on the [ASU Mid-South Canvas](#) site.

Earning Course Credits:

3 semester credit hours with grade of “D” or better

Course Prerequisites:

Required placement test scores or successful completion of DRDG 1023 Developmental Reading II and DENG 1053 Developmental English II is a prerequisite for all courses unless otherwise noted. **Basic knowledge in Microsoft Word document processing.**

Required Textbook(s) & Materials:

- Purchase *Mindtap* at bookstore: This will include access code to the online textbook, and all chapter class activities. If you wish to purchase an additional hard copy of the text (*Coopman Public Speaking: The Evolving Art*) you may do so at the bookstore as well.
- Download either Firefox or Google Chrome
- Download the Canvas app for students on your phone or computer
- Computer and reliable Internet connection
- Laptop, iPhone, Android or other to tape your speeches which will be uploaded in Canvas.
- Specific directions for all speeches will be located in a Module in Canvas titled Speech Directions and Rubrics
- Access to library materials (*Mindtap* gives you this with an online library called *Questia*).
- Use your Canvas email to contact me as other emails may wind up in my Spam folder!
- **Technical Support for Mindtap/Cengage:** Contact techcheck.cengage.com or call 1-800-354-9706...this is 24/7 support. You may also contact support through chat at cengage.com/support. Computer/laptop access



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Learning Outcomes:

Upon successful completion of this course of study, the student will be able to:

1. Apply the principles of effective speech presentations through the delivery of extemporaneous speeches.
2. Create and deliver speeches, including but not limited to, the impromptu, commemorative, informative and persuasive.
3. Use effective delivery techniques such as volume, gestures, eye contact, etc.
4. Construct speeches by utilizing an outline that synthesizes supporting materials from quality academic sources
5. Apply the principles of effective speech organization through outlining speeches.
6. Incorporate three to five sources to provide evidence for main points.
7. Utilize notecards to promote speech writing skills and extemporaneous speaking.
8. Understand and apply the dynamics of dyadic communication and small group discussion
9. Participate in group discussions, informal and formal, to analyze and solve problems.
10. Peer evaluate classmates' speeches using written critiques and discuss findings

Course Attendance:

Due to the nature of this course being an online class, this course material will delivered primarily in an asynchronous format, meaning, most of the learning will be at the student's choice of time. There will, however, be assignments throughout the semester with associated due dates that I will use to determine your attendance and participation grade.

Regular and prompt classroom attendance is a critical component of the educational experience because it prepares students to be effective and responsible citizens and employees. Students are expected to contact me at their earliest convenience in case of an emergency. With proper notification and written documentation, the student may be given the opportunity to make up missed work depending upon the assignment at my discretion.

Guidelines for Email & Inbox Communication

1. Use student Canvas Inbox or student ASU Mid-South email
2. Always include a subject line
3. Always include the course name and section
4. Always include student name
5. Use correct spelling and grammar
6. DO NOT use texting abbreviations

Make-up Policy:

1. You have *exactly 24 hours* to make up any missing assignment (besides quizzes and exams) for half credit; after that it is a zero.
2. You get *two opportunities* to complete your speech assignment post the due date. After that, it is a Zero. You will be lose 10% off the final grade per missed opportunity.
3. Regardless of the reason or excuse, you are responsible for any material covered in class during your absence.



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4. With proof of extenuating circumstances, which must be documented, extensions or make-ups may be granted at my discretion.

Disability Services:

ASU Mid-South fully recognizes all provisions of the Americans with Disabilities Act of 1991 and Section 504 of the Rehabilitation Act of 1973 and prohibits discrimination based upon disabilities. If you need course adaptations, testing or physical accommodations because of a documented disability, please contact the Director of the Learning Success Center at 870-733-6790 to make an appointment with the Disability Services Office or email accessability@asumidsouth.edu. Students must register with the office of Disability Services each semester to ensure appropriate accommodations.

Academic Honesty:

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Plagiarism can be defined as unintentionally or deliberately using another person's writing or ideas as though they are one's own. Plagiarism includes, but is not limited to, copying another individual's work and taking credit for it, paraphrasing information from a source without proper documentation, mixing one's own words with those of another author without attribution, and buying or downloading a paper from the Internet.

When an infraction occurs, the course instructor has the authority to assign a grade of "0" for the assignment, test, or examination, or to assign a grade of "F" for the course. The Vice Chancellor for Learning & Instruction shall keep a record of the incident. Students receiving a grade of "0" as



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a result of academic dishonesty may not drop the course or withdraw from the college to avoid the penalty. See the ASU Mid-South Catalog for more detail.

To Avoid Plagiarism, Do Not Make the Following Errors:

- Copying text verbatim (“word for word”)
- Stealing or buying a paper from another student or from the Internet.
- Claiming the words of another as your own by mixing the author’s words with your own.
- Cutting and pasting words, phrases, or whole passages from the Internet into your document.
- Directly quoting the words of another without proper attribution
 - Proper attribution: According to John Doe, a New York medical examiner, “DNA analysis has led to a turnover of guilty verdicts in the criminal justice system” (42).
- Not providing an in-text citation for paraphrased/quoted material.
 - Proper citation: Investigations involving DNA analysis have resulted in the release of innocent prisoners (Doe 42).
- Neglecting to turn in a works cited page or turning a works cited page with fake or incorrect sources.

Problems with Unintentional Plagiarism: While intentional plagiarism involves turning in a paper that is not your own work, copying verbatim from a text, or mixing your words with the author’s words, unintentional plagiarism can result from a lack of understanding of how to work with outside sources and may require more independent study and exercises in paraphrasing, quoting, and using MLA format. Consult with your instructor or with an LSC tutor for more information.

Grade Scale:

100-90 = (A), 89-80 = (B), 79-70 = (C), 69-60 = (D), 59-below = F



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Course Assignments

Assignment	Instructions	Value
Chapter Quizzes (13)	These quizzes will be based on the chapter readings throughout the course. You will take these via MindTap. They are worth 20 points per quiz	260 points
Chapter Observes (13)	These assignments will test your comprehension of the course material You will complete these via MindTap. They are worth 5 points per assignment.	65 points
Welcome/Intro speech	You will attach a short video (1-2 minutes) into the discussion area on Canvas introducing yourself to the class. After you submit your speech, take time to say 'hello' or respond to at least two other classmates. For more instructions see advice on Canvas.	20 points
Ceremonial speech	For this speech, you will introduce one of the historical figures listed on the <i>approved</i> topics list. Please see Canvas for more detailed instructions. This speech should be 1-2 minutes.	50 points
Informative speech	The goal of this speech is for you to “inform” us about one of the given topics on the <i>approved</i> list. Imagine you are explaining to someone who is unfamiliar with your topic. See Canvas for more detail. This speech should be 3-4 minutes.	140 points
Informative speech outline	You will submit an organized	100 points



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	speech outline. Please use the rubric that is posted on Canvas.	
Persuasive speech	The purpose of this speech is to persuade your audience on one of the <i>approved</i> topics. The goal here is to get your audience to adhere to your rhetoric; to “take action” or “think differently” about the topic. This speech should be 4-6 minutes.	165 points
Persuasive speech outline	You will submit an organized speech outline. Please use the rubric that is posted on Canvas.	100 points
Farewell speech	Record a 2-3 minutes speech explaining what you have learned throughout this semester about Communication. Explain what you are going to do with your new knowledge about communication.2212925	35 points (<i>Extra Credit</i>)
Final Exam	This exam will consist of 20 questions, a combination of M/C and T/F. You will have only one attempt	100 points
TOTAL POINTS		1000 points (<i>Not including extra credit</i>)



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DATE	TOPIC/ACTIVITY	ASSIGNMENTS DUE
October 5 – 11 (Week 1)	<ul style="list-style-type: none">• Welcome (Q & A)• Syllabus review/logistics• The Evolving Art of Public Speaking	<ul style="list-style-type: none">• Register for MindTap• Syllabus Quiz<ul style="list-style-type: none">○ Due Oct. 9 at 11:30pm• Submit Welcome/Intro speech<ul style="list-style-type: none">○ Due Oct. 11 at 11:30pm• Complete Quiz (CH. 1)<ul style="list-style-type: none">○ Due Oct. 12• Complete Observe (CH. 1)<ul style="list-style-type: none">○ Due Oct. 12
October 12 – 18 (Week 2)	<ul style="list-style-type: none">• Building Your Confidence, Listening, Developing Your Purpose and Topic	<ul style="list-style-type: none">• Submit Ceremonial speech<ul style="list-style-type: none">○ Due Oct. 18• Complete Quizzes (CH. 2, 3, 4)<ul style="list-style-type: none">○ Due Oct. 19• Complete Observes (CH. 2, 3, 4)<ul style="list-style-type: none">○ Due Oct. 19
October 19 – 25 (Week 3)	<ul style="list-style-type: none">• Delivering your speech	<ul style="list-style-type: none">• Complete Quizzes (CH. 12)<ul style="list-style-type: none">○ Due Oct. 26• Complete Observes (CH. 12)<ul style="list-style-type: none">○ Due Oct. 26
October 26 – November 1 (Week 4)	<ul style="list-style-type: none">• Researching your topic, supporting your Ideas, Organizing & Outlining, Beginning and Ending your speech	<ul style="list-style-type: none">• Complete Quizzes (CH. 6, 7, 8, 9)<ul style="list-style-type: none">○ Due Nov. 2• Complete Observes (CH. 6, 7, 8, 9)<ul style="list-style-type: none">○ Due Nov. 2



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November 2 – 8 (Week 5)	<ul style="list-style-type: none">• Adapting to your Audience, Informative speaking,	<ul style="list-style-type: none">• Complete Quizzes (CH. 5, 13)<ul style="list-style-type: none">○ Due Nov. 9• Complete Observes (CH. 5, 13)<ul style="list-style-type: none">○ Due Nov. 9
November 9 – 15 (Week 6)	INFORMATIVE SPEECH PRESENTATIONS	<ul style="list-style-type: none">• Submit Informative outline<ul style="list-style-type: none">○ Due Nov. 16
November 16 – 22 (Week 7)	<ul style="list-style-type: none">• Persuasive speaking, Understanding Argument	
November 23 – 29 (Week 8)	PERSUASIVE SPEECH PRESENTATIONS	<ul style="list-style-type: none">• Complete Quizzes (CH. 14-15)<ul style="list-style-type: none">○ Due Nov. 30• Complete Observes (CH. 14-15)<ul style="list-style-type: none">○ Due Nov. 30• Submit Persuasive outline<ul style="list-style-type: none">○ Due Nov. 29
November 30 – December 3 (Week 9)	<ul style="list-style-type: none">• Farewell speech due Dec. 3 (<i>Extra Credit</i>)	
December 5 – 10 (Week 10)	<u>FINAL'S WEEK</u> FINAL EXAM Due Dec. 8 @ 11:59pm	



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Helpful links to improve your writing/public speaking:

- [Grammarly](#)
- [Grammar/Punctuation cheat sheet](#)
- [Writing strong paragraphs: Paragraph Structure](#)
- [Tutoring services on campus](#)

Title IX Statement:

Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education. Title IX covers discrimination in programs, admissions, activities, and student-to-student sexual harassment. ASU Mid-South's policy against sexual harassment extends not only to employees of the college, but to students as well. If you encounter unlawful sexual harassment or gender based discrimination, please talk to your instructor; contact Jeremy Reece, the Vice Chancellor for Student Affairs by phone at 870.733.6786 or by email at jreece@asumidsouth.edu; or contact Campus Security at 901.483.6911. You may also visit our website at <http://www.asumidsouth.edu/students/title-ix-sexual-discrimination/>

Non-Discrimination Statement

Arkansas State University Mid-South does not discriminate on the basis of race, color, religion, gender identity, sexual orientation, national origin, age, sex, disability, genetic information, veteran status or marital status in any of its practices, policies or procedures, and provides equal access to the Boy Scouts and other designated youth groups. This includes, but is not limited to, employment, admissions, educational services, programs or activities which it operates or financial aid. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Jeremy Reece

Title IX Coordinator

Arkansas State University Mid-South
2000 West Broadway
West Memphis, AR 72301
Phone: 870.733.6786
Email: jreece@asumidsouth.edu

John Easley

ADA Coordinator

Arkansas State University Mid-South
2000 West Broadway
West Memphis, AR 72301
Phone: 870.733.6790
Email: accessability@asumidsouth.edu

For further information on notice of non-discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves our area, or call 1-800-421-3481.