

**Speech 2001      The Major Forms of Oral Discourse      2021-2022****Section: 001****Time/Room: FNB-1240****Instructor: Dr. Aaron Schneider****Email: [aschnei4@uwo.ca](mailto:aschnei4@uwo.ca) or OWL email****Office: UC 2431****Office hours: Monday 9:30-11:30 in  
person or via Zoom****COURSE DESCRIPTION**

Speech 2001 is an intensive practical course dedicated to developing and refining skills in effective oral communication. Students are expected to speak frequently; emphasis is on direct address before a group, with effective organization of ideas, clarity of expression, and use of rhetorical strategies and tactics. All aspects of the arts of delivery, the logical construction of arguments and their support, effective arrangement of material, rhetorical analysis of speeches (both written and oral), and effective use of statistics, testimony, evidence, and examples will be included. In addition, emphasis is placed on acquiring and applying communication theory and on developing listening and critical skills, including peer evaluation.

Because of the workshop nature of the course, attendance and participation are mandatory. Failure to present a scheduled speech might result in a grade of zero for the assignment. No audits allowed. No Final Examination.

**Course Text:**

O'Hair, Dan, Rob Stewart and Hannah Rubenstein. *A Speaker's Guidebook: Text and Reference*. Seventh Edition. Bedford/St. Martin's, Boston, 2018.

**Assignments:**

Demonstration Speech	5%
Social Speech	5%
Virtual Interview	5%
Informative Speech	10%
Persuasion Speech	12.5%
PowerPoint Speech	12.5%
Group Presentation	10%
Final Speech	15%
Final Speech Draft	10%
Rhetorical Analysis	15%

In addition to these graded assignments, students are expected to engage in a number of ungraded exercises and practice speeches, particularly near the beginning of the course.

Please notify instructor **prior** to your scheduled speaking time *if* you are unable to give your presentation.

### **\*Missed/Late Assignment Policies:**

Because of the workshop nature of the course, attendance is very important. Attendance is required to improve as a speaker. Moreover, a consistent audience is essential for presentations and the course as a whole to run smoothly. For every hour over 6 hours that you miss, you will be penalized 2% of your final grade up to a maximum of 20%. For example,

- If you miss 4 hours of class (under the 6 hour threshold), you will receive no penalty.
- If you miss 7 hours of class (1 hour over the 6 hour threshold), your final grade will be penalized 2%.
- If you miss 11 hours of class (5 hours over the 6 hour threshold), your final grade will be penalized 10%

A record of attendance including the number of hours of class you have missed and the dates on which you have missed those hours will be posted on Sakai and updated regularly. It is your responsibility to check your attendance, and to keep track of how many hours you have missed.

This policy will only be waived for medical or compassionate reasons. If you have non-medical evidence that would support waiving an absence of one class meeting, provide it to your instructor within one week of that absence. In the case of a medical reason, please see the Academic Accommodation and Consideration policy set out below and in the document 'Information for Students in a Writing Studies Course' on this website, and either initiate a Self-Reported Absence or apply in person to the Academic Counselling or Undergraduate office of your home Faculty. If your absence is extended and prolonged (over one week of continuous non-attendance), then you should discuss it in person with the Academic Counselling or Undergraduate office of your home Faculty. Your advisor there may then contact all of your instructors.

A missed speech results in a grade of zero *unless* there are extenuating circumstances to do with health or other unusual circumstances. Again, see the Academic Accommodation and Consideration policy set out below and in the document 'Information for Student in a Writing Studies Course' for the options available to you and the procedure(s) you should follow.

On the day you are presenting a speech, you are required to be at class on time. If you are not on time, you will receive a penalty of minus 10% on your speech.

In cases where the class schedule does not permit students who seek accommodation to present missed speeches in class, they may be asked to submit virtual speeches in place of in-person speeches.

**\*Note:** a class meeting missed in order to write a test, exam, or other form of 'make-up class' in another course **will** count as non-attendance, and **will** attract penalties as defined above if applicable. Instructors at the University of Western Ontario **shall not require** a student to write a make-up test or similar at times which conflict with that student's other scheduled class times. If you are asked or 'required' to do this, you should immediately contact an academic counselor in your Dean's office. If you elect to miss a class in order to write such a test, that is **your** choice; your absence will not be excused.

## **Scholastic Offences, including Plagiarism**

The University Senate requires the following statements, and Web site references, to appear on course outlines:

“Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf)”

Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage of text from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy as above).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com <http://www.turnitin.com>.

## **Academic Accommodation and Consideration**

Students with disabilities work with Accessible Education (formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here: Academic Accommodation for Students with Disabilities.

### **Academic Consideration for Student Absence:**

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student’s final grade. Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student’s final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are not met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact

their Faculty academic counselling office to obtain more information about the relevant documentation. All requests for consideration for assessments worth more than 30% of a final grade must be directed to the Academic Counselling office of a student's Home Faculty.

In this course, all requests for academic consideration must be directed to the Academic Counselling office of the student's Home Faculty if an SRA will not be used.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.

For Western University policy on Consideration for Student Absence, see Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs and for the Student Medical Certificate (SMC), see: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

### **Religious Accommodation:**

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the [Western Multicultural Calendar](#).

### **Special Requests (Special Examinations, Incomplete Standing, Aegrotat Standing):**

Please refer to the "Information for All Students in a Writing Course" for more detailed information. Briefly, remember that your instructor does not have the discretion to initiate, consider, or grant (or not) such requests; you must go directly to the Dean's office of your home faculty.

**Students who are in emotional/mental distress should refer to Health and Wellness <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help. Immediate help in the event of a crisis can be had by phoning 519.661.3030 (during class hours) or 519.433.2023 after class hours and on weekends.**

### **Support Services**

**Registrarial Services <http://www.registrar.uwo.ca>**

**Student Support Services <https://student.uwo.ca/psp/heprdweb/?cmd=login>**

**Services provided by the USC <http://westernusc.ca/services/>**

**Academic Support and Engagement <http://www.sdc.uwo.ca/>**

**E-mail policy:** I answer email within two working days. I do not answer email on the weekend.

Please note that UWO Instructors can respond only to UWO e-mail addresses. Grades can be communicated only through the Mail aspect of Sakai (Owl), not through UWO e-mail.

**Classroom Computer-Use Policy:**

Speech 2001 is not only about public speaking but also about acquiring good listening skills, skills essential in human relationships of all kinds. Thus, it is not appropriate to use technology (such as, but not limited to, PDAs, laptops, cellphones) in the classroom for non-classroom activities. Such activity is disruptive and distracting to other students and to the instructor and can inhibit learning. Students are expected to respect the classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

**Owl (Sakai)**

Assignments, when they are assigned, will be posted on our Sakai course site. Modifications to the schedule may occur from time to time, but students will be notified by e-mail if this occurs.

**Goals/Outcomes**

Upon finishing this course in public speaking, a student will be able to

- ❖ Speak effectively and confidently
- ❖ Understand and apply ethical theories
- ❖ Explain the differences between informative and persuasive rhetoric
- ❖ Craft, support, and communicate different types of arguments
- ❖ Develop critical listening skills
- ❖ Give and receive feedback
- ❖ Incorporate feedback into future speeches
- ❖ Construct research-based arguments
- ❖ Understand and apply Group Communication Theory
- ❖ Create Rhetorical Analyses, both written and oral
- ❖ Develop and deliver an Epideictic or Special Occasion Speech
- ❖ Incorporate audience analysis into speech preparation
- ❖ Work effectively in groups
- ❖ Integrate Classical Rhetorical Technique into contemporary speaking practices

## Schedule of Class Meetings

Week 1 (September 13, 2021):

- Introduction to the Course
- Choosing the Speaking Order
- Chapter 1: Becoming a Public Speaker
- Chapter 2: Give It a Try: Preparing Your First Speech
- Chapter 3: Managing Speech Anxiety
- Chapter 4 Listeners and Speakers
- Possibly a short, unmarked speaking exercise if there is time

Week 2 (September 20, 2021):

- **Introduction Speech**
- Chapter 27: Special Occasion Speeches
- Chapter 17: Methods of Delivery
- Chapter 18: The Voice in Delivery
- Chapter 19: The Body in Delivery

Week 3 (September 27, 2021):

- **Introduction Speech**
- Chapter 14: Developing the Introduction
- Chapter 15: Developing the Conclusion

Week 4 (October 4, 2021):

- **Social Speech**
- Chapter 6: Analyzing the Audience
- Chapter 7: Selecting a Topic and Purpose
- Chapter 20: Speaking with Presentation Aids

Week 5 (October 11, 2021):

- **Social Speech**
- Chapter 8: Developing Supporting Material
- Chapter 11: Organizing the Body of the Speech

Week 6 (October 18, 2021):

- **Social Speech**
- Chapter 12: Types of Organizational Arrangements
- Chapter 23: The Informative Speech

Week 7 (October 25, 2021):

- **Demonstration Speech**
- Chapter 16: Using Language to Style the Speech
- **Virtual Interview due by the end of the week**

**\*\*Fall Reading Break\*\***

Week 8 (November 8, 2021):

- **Demonstration Speech**
- Chapter 10: Citing Sources in Your Speech

Week 9 (November 15, 2021):

- **Demonstration Speech**
- Chapter 5: Ethical Public Speaking

Week 10 (November 22, 2021):

- **Informative Speech**

Week 11 (November 29, 2021):

- **Informative Speech**

Week 12 (December 6, 2021):

- unmarked speech exercise
- Review/Catch-up/Flex Time
- Chapter 17: Methods of Delivery (redux)
- Chapter 18: The Voice in Delivery (redux)
- Chapter 19: The Body in Delivery (redux)
- **Final Speech Draft due in class**

**\*\*Winter Break\*\***

Week 13 (January 3, 2021):

- unmarked speech exercise
- Review/Catch-up/Flex Time
- Chapter 24: Principles of Persuasive Speaking
- Chapter 25: Developing Arguments for the Persuasive Speech
- Chapter 26: Organizing the Persuasive Speech

Week 14 (January 10, 2021):

- **Persuasion Speech**
- Chapter 20: Speaking with Presentation Aids (redux)

Week 15 (January 17, 2021):

- **Persuasion Speech**
- Chapter 21: Designing Presentation Aids
- Chapter 22: Using Presentation Software

Week 16 (January 24, 2021):

- **Power Point Speech**

Week 17 (January 31, 2021):

- **Power Point Speech**

Week 18 (February 7, 2021):

- **Final Speech**

Week 19 (February 14, 2021):

- **Final Speech**

**\*\*Winter Reading Break\*\***

Week 20 (February 28, 2021):

- **Final Speech**
- Chapter 29: Communicating in Groups

Week 21 (March 7, 2021):

- In class work/consultation on Group Presentation

Week 22 (March 14, 2021):

- **Group Presentation**

Week 23 (March 21, 2021):

- **Group Presentation**

Week 24 (March 28, 2021):

- **Group Presentation**
- Catch-up/Flex Time

**\*\*Note: the date of speeches may be rescheduled. The dates of written assignments and virtual speeches are fixed.\*\***