

COMMUNICATION 141X**FUNDAMENTALS OF ORAL COMMUNICATION (PUBLIC CONTEXT)****Fall 2009****3 credits**

**Days/Section/Time/Location: Tues. & Thurs. Section F05 9:45 – 11:15 am Gruening 402
Section F06 2:00 – 3:30 pm Chapman 104**

Instructor: Amanda L. Brander

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Office Location: 503H Gruening Building

Office Hours: Tues. & Thurs. 11:30 am – 1:00 pm

Brief Course Description:

This course is an introduction to the skills of effective public presentations. It is designed to help you become more competent and comfortable in communicating in situations where you are responsible for sharing information with and persuading groups of other people. This is a skills development course **requiring** student participation and attendance. A significant part of your learning will come from observation of class presentations. Your presence in class is an essential component of your success and grade in this course, because class participation in discussions and activities is a required element of your grade. The important point to remember is that a skill takes time to develop properly. Each student must be prepared to spend time in class and outside class in the study and preparation of presentations.

THE COURSE SCHEDULE IS PROVIDED BELOW. THE FOLLOWING PAGES CONTAIN MORE INFORMATION ON THE NATURE OF THIS COURSE. YOU WILL BE EXPECTED TO KNOW ALL OF THE INFORMATION IN THIS SYLLABUS. BE SURE TO READ IT VERY CAREFULLY, TOGETHER WITH THE ASSIGNMENT DESCRIPTIONS IN THE SUPPLEMENTARY INFORMATION PACKET. YOU ARE RESPONSIBLE FOR ALL OF THIS INFORMATION, INCLUDING THE INFORMATION ON DEADLINES AND GRADING POLICIES.

POLICY: It is the policy of the Department of Communication that, due to the developmental nature of this class, students who are not present in the classroom during the first QR second day of the semester may be dropped from the class by the Instructor (wait listed students included).

Instructor Expectations:

It is important to understand what I, as your instructor, expect in the classroom in addition to the policies presented by UAF and the Department of Communication.

- A. *Participation:* Class participation in discussions and activities is a required element of your grade. Each student will be an **active** member of the class discussions. Just because a student is present in class does not mean they have participated! Sleeping in class will not be tolerated at any point! Participating also means there will be **NO CELL PHONES!! NO TEXTING!! NO LAPTOPS!! NO HEADPHONES!! NO WORKING ON ANOTHER CLASS'S ASSIGNMENTS!!** I also ask that there be **NO HOODIES!!** and **NO SUNGLASSES!!** worn in the classroom. Not only are these practices distracting to me while teaching but to other students around you as well.

- B. *E-mail and Blackboard:* Each student will be **required to check their e-mail nightly** for assignments and other messages from the instructor. The e-mail address given to the instructor on the personal information sheet in the syllabus supplement will be the e-mail used for such communication. Also as the course gets underway I will expect each of you to check blackboard regularly for new postings.

- C. *Assignments – Out of class assignments must be typed and proofread.* I am here to help you with assignments and will proofread for you if assignments are given to me in a timely manner before the due date. Handwritten assignments will not be accepted. **EXCEPTION:** note cards for speeches may be neatly handwritten.

Speaking Center:

The Speaking Center is a student-oriented service provided to facilitate preparing public presentations. Students can receive coaching in refining their presentation topic, in organizing their presentation effectively, and in practicing their presentation. The Center makes it possible to digitally record and watch one's practice presentation while receiving constructive feedback from a Speaking Center coach. To schedule an appointment with the Speaking Center please call 474-5470. Walk-ins are welcome; however, students can be served only if there are openings. The Speaking Center is located in the Department of Communication on the fifth floor of Gruening. Come to Room 507 to meet with a Speaking Center coach.

Syllabus Schedule COMM 141X-Fall 2009

Date	Assignment Due/Class Topic
Thursday, September 3	Syllabus/Schedule/Introductions/Ice Breakers
Tuesday, September 8	Diagnostic Presentations
Thursday, September 10	Chapter 1 pp. 6-25 Expectations & Grading
Tuesday, September 15	Chapter 2 & 3 pp. 28-48 & SIP pp. 23, 24, 34-40 Handouts and Discussion
Thursday, September 17	Chapter 4 & 5 pp. 49-68 & SIP pp. 10-12, 21, 22 (Competency 1)
Tuesday, September 22	Chapter 6 pp. 74-84, Chapter 7 pp. 89-97, Chapter 13 pp. 170-176, Chapter 18 pp. 266 & 274-275, Chapter 20 pp. 282-291 & SIP p. 12 (Competency 2) In class assignment-prepare thesis statement
Thursday, September 24	**Father Oleksa Video
Tuesday, September 29	Chapter 8 pp. 118-119, Chapter 10 pp. 143-148, Chapter 15 pp. 196-213, Chapter 19 pp.276-281, Skim Chapter 27, & SIP p. 13 (Competency 3) In class assignment-prepare main points
Thursday, October 1	Chapter 12 pp. 165-168, Chapter 14 pp.184-188, & SIP pp.13, 27-29 (Competency 4) In class assignment transitions, summary, and final statements
Tuesday, October 6	Chapter 17 pp. 248-262 , Chapter 25 pp. 347-358, Chapter 26 pp. 361-366, & SIP pp. 14-16 (Competencies 5,6,7 & 8) APA Handout-Bias Free Language
Thursday, October 8	Chapter 9 pp. 132-142, Chapter 10 pp. 143-151, Chapter 11 pp. 152-162, Chapter 21 pp. 292-297, & SIP p. 5 Outlining Format Handouts & Note cards
Tuesday, October 13	Individual Presentations
Thursday, October 15	Individual Presentations
Tuesday, October 20	MIDTERM-Eight Competencies
Thursday, October 22	Diversity & Communication
Tuesday, October 27	Chapter 27 pp. 367-381 & SIP p. 6
Thursday, October 29	Visual Aid Presentations
Tuesday, November 3	Visual Aid Presentations
Thursday, November 5	Chapter 22 pp. 298-317 + Handouts
Tuesday, November 10	Email Persuasive Topics
Thursday, November 12	Chapter 22 (Outlines Due)
Tuesday, November 17	1st Persuasive Presentation
Thursday, November 19	1st Persuasive Presentation
Tuesday, November 24	In Class Work Day-Research/Library Time/ Review for 2 nd Persuasive Presentations
Thursday, November 26	NO CLASS: HAPPY THANKSGIVING!!
Tuesday, December 1	2nd Persuasive Presentation
Thursday, December 3	2nd Persuasive Presentation
Tuesday, December 8	2nd Persuasive Presentation / Review for Final
Thursday, December 10	Last Day – Review for Final
Thursday, December 17	FINAL EXAM 8:00 am – 10:00 am
Saturday, December 19	FINAL EXAM 1:00 pm – 3:00 pm