

"It's not about you, it's about the idea you're passionate about. Your job is to be there in service of that idea, to offer it as a gift." - Chris Anderson (*TED Talks: The official TED Guide to Public Speaking*)

### Course Description

This course is designed to help students build confidence in preparing and delivering various types of speeches. Students in this class will be able to recognize and understand the basic principles of communication and will develop skills in selecting and researching speech topics, outlining, and delivering speeches to entertain, inform, and persuade. Basic propaganda techniques are discussed during the persuasive speech unit. To encourage and strengthen listening skills, students will provide brief critiques of speeches given by fellow classmates. A final unit of the course provides an opportunity to expand basic skills in the oral interpretation of literature.

### Curriculum Expectations

- **Speaking in Class** - Most people are naturally uncomfortable speaking in front of a group; there are very few people who are not bothered by it at all. Over the course of this class, you probably will not completely lose your fear of public speaking, but you will learn a variety of practices, strategies, and techniques for managing that fear so that you can appear confident and knowledgeable.
- **Listening in Class** - What may not be as obvious as the previous point is that you are also learning in this class how to be an active and respectful \*listener\* to the other people who are speaking. You are expected to pay attention to other students' speeches and provide constructive feedback to help them improve. Learning to engage with a speaker and truly listen to what they are saying is a skill that comes from practice. If absent during a speech day, a recording will be available for review and constructive feedback. Listening points will be given during speech days.
- **Respect** - People are not going to be perfect speakers from the beginning. Any inappropriate or disrespectful comments about a person who is speaking or about anyone else in the class will not be tolerated. Not paying attention to a speech is also disrespectful, so playing on your phone, completing other work, or sleeping during a presentation are unacceptable.
- **Grading** - Your grade will be a combination of activities, participation, feedback, and on the actual quality of your public speaking. Tests will be announced in class and on the Weekly Canvas Playlists prior to the expected test date. The English Department tests will occur on Mondays or Thursdays of the school week. Ample time is given in class on speech preparation, and all those steps are worth points. All grades will be based on total points accumulated from the above requirements and on the school district's grading scale for a semester course as described in the EFHS Program of Studies.
- **Late Work** - All work must be completed on time for full credit. Work will be accepted late for half credit for a period of two weeks. Large scale work (essays, projects, etc.) will be docked 5% of the total points for each day late until you reach 50%. An additional two days will be given to either turn in the work for half credit (50%) or a zero will be awarded at that time. No additional days outside of class will be given if absent. Budget accordingly and make prior arrangements with me if missing class due to Steel Center or other commitments. This bullet will be strictly abided by!
- **Makeup Work** - Making up missed work is your responsibility. If you are absent, you need to check the Weekly Canvas Playlists. I will not track you down for missing work. District policy will be followed relating to allowed time for excused absences. Missed speech days will need to be completed upon the day of return. Attending field trips, sporting events, and other school-related absences when present in first period will not excuse you from turning in assignments on time.
- **Zeros in the Gradebook** - Be aware that when work is not completed on time, a zero will be put in the gradebook regardless of the reason. This is so you are aware that the work is missing. If you were absent that day and the absence is excused, you will be given full credit for the work once you turn it in. If the work is simply late (not due to an excused absence), please see Late Work and Makeup Work above.

### Classroom Behavior

- **Be Respectful** - Disrespect of students who are presenting will not be tolerated. Likewise, being disrespectful of your audience as a presenter is also unacceptable.

- Be on Time - Being late occasionally is understandable, but regular tardiness will result in a detention or an office referral (specifically, after three times tardy). Being in the bathroom before class or dropping off materials, then using the bathroom without a pass is not an excuse for being tardy. If a school concern is going to take long enough to make you late, come get permission and a pass from me first.
- Maintain Personal Space - Do not touch another student's body, belongings, desk, or invade his or her personal space without that student's clear permission.
- Bathroom Procedures - Use the lanyard pass from the front of the room and sign out/in on the sheet by the phone, but only during class time when there are no speeches or lectures occurring.
- Use Appropriate Language and Tone - Even if you swear, yell, and insult other people on your own time, that kind of behavior is not tolerated here.
- Use Smart Phone or Earbuds Only During Free Time - You may not use your personal phone or earbuds/headphones during lectures or group work. If there is free time in class (for example, you have completed your work with time to spare), you may use your phone or listen to music with my permission or if you are using them during the completion of silent, individual work.
- Food and Drink Policy - Food/drinks are permitted ONLY if they are not distracting (too noisy, smelly, etc.), they are not being shared or passed around the room, you do not make a mess, and they do not contain allergens. If any of these rules are violated, the entire class will be banned from having food and drinks.
- Do Your Own Work - Copying another student's work or taking it from the Internet counts as plagiarism, no matter the material. You are not permitted to 'work together' unless I have given you specific permission to do so. If you plagiarize or cheat in any way, you and any other student(s) involved will receive a zero, and there will be no opportunity to make up the work.

### Consequences for Inappropriate Behavior

Behaviors that interfere with the learning of other students will not be tolerated. If you are doing something that is negatively interfering with the classroom environment or the learning of another student, I will follow the district's discipline guidelines.

In addition, please respect the following BRAVE standards of behavior:

Be safe: Listen to staff and maintain personal space.

Respect others: Be on time, be polite, and use appropriate language and tone.

Be accountable: Be prepared, be honest, do your own work, use electronic devices only when permitted.

Be victorious: Do your best work and celebrate academic success.

Be enthusiastic: Have a positive attitude and take ownership of learning.

Please also keep in mind the following rules regarding our departmental academic integrity:

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| * Accurately cite all sources                   | * Proofread your work to assure accuracy  |
| * Accurately represent your sources             | * Include a list of works cited for all compositions                                |
| * Read all assigned readings to assure accuracy | * Do not download a composition from the Internet                                   |
| * Do not copy another person's work             | * Do not make up quotes that are not in the text you have read                      |
| * Do not give your work to others               | * Do not write a paper for one course and turn in the same paper for another course |

### Required Materials

It is a sign of maturity to be prepared for class. The following items are required daily: iPad (so make sure it is charged), pen and/or pencil, and a two-pocket folder. The Canvas LMS will be used for all correspondence so please check the Weekly Canvas Playlist daily as well as any inbox emails or announcements.

### Instructor's Message

Students, we welcome opportunities to help you throughout the course and encourage you to make appointments if you are experiencing difficulty at any time. Please feel free to email Mrs. Kluegel through the Canvas inbox if needed.

\*\*Any portion of this syllabus is subject to change by the teacher based on the needs of the course and class.