

Speech Arts 1

Mrs. Erlinger, erlingec@wcsoh.org

Voiceicemail: 797.8335, School: 797.6800

Availability: 3rd monitor study hall, 4th Lunch, 8th Prep, before and after school (upon request)

I. Course Overview

Speech Arts 1 is an introductory course designed to provide initial training in the fundamental skills and techniques of public speaking. The course will incorporate the language arts skills of reading, writing, speaking, listening, and critical viewing in order to help students communicate more effectively in both formal and informal contexts. Students will study and demonstrate organization and presentation strategies that help inform, persuade, and entertain. This course is aligned to Ohio's New Learning Standards for English Language Arts, grades 11-12, although it is offered to grade 10 students. Students earn .50 English Language Arts credit for successful completion of the semester-long course.

II. Course Content

- A. Various styles of speech presentations will be studied, possibly including extemporaneous speech, memorized speech/poetry, reading from a text or manuscript, oral interpretation, reader's theatre, group discussion and impromptu speech.
- B. Proper speech preparation strategies will be studied, including determining specific purpose (to inform, to persuade, to entertain), identifying audience, establishing tone and voice, selecting topics, researching, citing sources, organizing, outlining, rehearsing, peer evaluating, self evaluating and editing.
- C. Literary and rhetorical devices effective in formal speaking will be studied, including diction/ word choice, denotation, connotation, semantics, ambiguity, irony, allusion, refrain, parallel structure and metaphor.
- D. Elements of vocal performance will be studied, including volume, pitch, range, tone, projection, enunciation, articulation, pronunciation, clarity, enthusiasm, and dramatization.
- E. Elements of nonverbal communication will be studied, including body language, appearance, posture, expression, eye contact and gesture.
- F. Various kinds of literature will be read, interpreted, analyzed, and dramatized and may include student models, selections from the textbooks and their appendices, short stories, essays, nonfiction books and novels.
- G. Students may be asked to organize, plan, write, direct, and perform a Poetry Slam. Students may also be asked to enter one or more speech contests (e.g. Veterans Day or MLK Oratorical Contest) or audition for one or more speech opportunities (e.g. graduation, Night of Reflection).

III. Course Materials and Requirements

Textbooks:

Public Speaking: An Audience-Centered Approach, 7th Edition by Steven A. Beebe and Susan J. Beebe.
Boston: Pearson, © 2009.

Speech for Effective Communication, 2nd Edition by Rudolph F. Verderber. Austin, TX: Holt, Rinehart & Winston, © 1994.

Supplies: Students should bring planners, pen/pencil, notebook paper, and class folder/notebook to class every day. When using the school computers, students may need a flash drive or other storage device independent of the school shared drive or GoogleDocs.

Supply Center: On the counter next to the classroom door is a Supply Center that students are free to use. There are a plethora of supplies there for your use – pencil sharpener, yard stick, scrap paper, markers, crayons/colored pencils, glue/tape /scissors/rulers, dictionaries/thesauruses, three-hole punch, pens/pencils, stapler, first aid items, lotion, old notebooks, paper, index cards and miscellaneous arts and crafts items. This is a substantial list of items. These items are for student use.

Similar items on Mrs. Erlinger's desk are NOT for student use. Use items in the Supply Center, NOT items on Mrs. Erlinger's desk.

Lab equipment: Chromebooks. If you use something other than GoogleDrive at home, please be sure you are able to convert your information to a format compatible with our school resources. Take all precautions to avoid technology "emergencies."

IV. Course Policies and Rules

- A. **RESPECT** is key: respect yourself, your classmates and me (i.e. use the restroom before class, do not eat or create a distraction or disturbance while others are speaking, avoid walking in during someone's speech). In general, be mature and act responsibly.
- B. **BE ON TIME!** When you are late it impacts the entire class, the teacher and you. Tardiness policy follows the guidelines in the student handbook.
- C. **ENTER (AND LEAVE) THE CLASSROOM IN A CIVILIZED MANNER.** Don't be obnoxious!
- D. **BEHAVE APPROPRIATELY DURING CLASS.** You know the deal. School policies apply in this classroom, as well as rules of common sense in any academic setting. To that end, PHONES ARE NOT TO BE OUT DURING INSTRUCTIONAL TIME. IF YOU HAVE YOUR PHONE OUT DURING INSTRUCTIONAL TIME, AND IT IS NOT SANCTIONED BY THE TEACHER, YOUR PHONE WILL BE CONFISCATED. LIKEWISE, EARBUDS SHOULD NOT BE IN EITHER OF YOUR EARS, EVEN IF YOU "AREN'T LISTENING" TO MUSIC.
- E. **LEAVE THE CLASSROOM IN THE SAME CONDITION AS WHEN YOU ARRIVED.** Due to cuts in custodial services, classrooms are not cleaned every night. Therefore, it is imperative that you do your part to keep the room clean – get your trash and push in your chair before you leave!
- F. Students receive two hall passes each quarter. Any unused passes may be submitted at the end of the quarter for extra credit points. No other extra credit will be offered.
- G. **Check the teacher website often, especially if absent.** Daily class agendas and homework can be found on the website. This website can be accessed through the school's website under the 'Staff Web Sites' link, by simply clicking on 'Erlinger, Cari' in the alphabetized list. From there, click on 'Speech Arts 1' under 'Classes.' The website is updated on a weekly or daily basis, so it's a great way to be reminded of what was covered in class and what assignments are due. **It is also the only way to get extra copies of handouts if the original copy is lost. Most importantly, it is a way for absent students to know what was covered in class during their absence. Absent students are expected to check the website prior to their return and print any handouts from the lesson(s).**
- H. Absences and make-up policy follows the guidelines in the student handbook.
**You should make every possible effort to be present on speech days, particularly if you are giving your speech. If you must be absent on your assigned speech day, you will present on the day you return without penalty provided that you have an excused absence. Per district policy, with an unexcused absence, missed work cannot be made up for points. Repeated absences on speech due dates is unacceptable and will be dealt with on a case-by-case basis.*
- I. A speech will be docked 2 grades (20%) for every day the work is late, until the third day where it becomes half-credit (50%).
- J. Minor work, like small homework or in-class assignments, is NOT permitted to be turned in late. However, you will receive one Late Work Pass for the quarter, and you may use this pass to turn in one minor assignment late.
- K. Independent reading, polishing writing/speaking assignments, and preparing class presentations will constitute the majority of homework for this class.
- L. If a student copies another's work, allows his/her work to be copied, or passes someone else's work off as his/her own, he/she will receive no credit for the assignment and may be subject to other punishments or consequences.
- M. **Students must perform ALL of the assigned speeches in front of a classroom audience, or the student will receive an "F" until the speech is delivered satisfactorily. Basically this means, you must present each speaking assignment to pass the course.**
- N. All performance content and delivery should be **school appropriate** and abide by the Code of Conduct.

VI. Grading Policies

- A. Grading scale is the district standard (98-100%=A+, 92-97%=A, 90-91%=A-, 88-89%=B+...).
- B. Assignments will be weighted according to level of difficulty, effort required, and time allotted, and the weights are as follows.
 1. **Formal Assessment – 50%**
This may include, but is not limited to, formal speaking/writing assignments, tests and quizzes.
 2. **Projects – 30%**
This may include, but is not limited to, individual projects and group projects.
 3. **Informal Assessment – 20%**
This may include, but is not limited to, homework, in-class work and informal writing.
- C. Semester grades will be calculated by the following categories:

40%	First quarter
40%	Second quarter
20%	Semester/Final exam
- D. Types of assessment tasks for the course are wide-ranging. They may include traditional quizzes/tests, individual and group presentations, performances, essay/speech writing, and written responses. Students will always be given scoring criteria when they are given assignments.

VIII. Late work

Late Work Policy: Minor work, like small homework or in-class assignments, is NOT permitted to be turned in late. However, you will receive one Homework Late Pass that you can use, if needed. Any major assignment (over 50 points) turned in late will receive a 10% deduction each day it is late. Deductions stop at 50% and students will receive a grade starting on a 50% scale.

Late Work Passes: At the beginning of each grading quarter, each student will be issued one late work pass for use during Journalism 1 throughout that respective grading quarter. These passes can be used for homework that you know about for a day or two - generally, informal assessments.. Regardless of the reason, if you turn in work after Mrs. Erlinger has called for it, you must have a pass. Once this pass is gone, that is it. Use it wisely! At the end of the quarter, an unused pass can be submitted for 1 extra credit point.

General Late Work Note: You should not allow an assignment's entry in PowerSchool to be your reminder that work was turned in. A minor assignment may or may not be entered in PowerSchool within the time frame permitted on the Late Work Pass. Regardless, minor assignments not turned in on time need to be turned in within five days of the due date. Stay on top of what is happening or has happened in class so that you do not lose unnecessary points.

IX. Words of Wisdom

To succeed in this class, I suggest you do the following:

- A. Trust yourself and do your best work; everyone's best work will earn him/her a passing grade.
- B. Invest some effort. Read the books. Try. If you do not invest much effort, the course will be difficult and your grade will reflect your efforts.
- C. Keep it real. Let your personality, individuality, experiences, humor, triumphs and tragedies shine through. Ultimately, you are the one in charge of your experience this semester so lighten up and have fun.
- D. Support your classmates. When one of us succeeds, we all succeed.
- E. NEVER criticize, mock, make fun of a fellow classmate, especially while he or she is presenting a speech. It is a difficult and vulnerable task to get up in front of your classmates and present. Any type of negative behavior will not be tolerated and it will result in a punishment or discipline that is fitting of the crime.
- F. If you feel intimidated, shaky, or a little weary about taking this course; you are in the right place. It is normal to be nervous. Even if you feel comfortable, remember that there is always room to improve. Focus on improving your communication skills and support your classmates along the way and the semester will be over before you know it.

NOTE TO PARENT(s)/GUARDIAN(s)

Please review the course syllabus for Mrs. Erlinger's class. Your student has already gone over this information for homework and somewhat in class. Then, complete the **bottom** portion of this sheet and return it to school with your child BY MONDAY, 8 JANUARY so your student can receive 10 points for the assignment. **Keep this top portion for your own reference.**

I have a website through the district's website that I update daily. It is a great way to keep track of what is happening in our classroom. I use PowerSchool to keep track of grades. This is a way to monitor your student's performance, and I highly recommend utilizing this tool! If you do not know how to access PowerSchool contact either the guidance office or myself as soon as possible.

I am looking forward to an exciting year of working with you and your child to ensure success throughout high school and beyond! Please feel free to contact me at any time if you have any questions, comments or concerns. The easiest way to contact me is e-mail (erlingec@wcsd.org), as I try to answer e-mail several times a day. However, she can also be reached through voicemail at 797-6800 #8335.

Thank you in advance for your support!

Cari Erlinger

Please entirely complete the information below, indicating that you have read and understand the requirements, expectation and grading policies outlined in Mrs. Erlinger's syllabus. This portion (bottom) of the sheet needs to be returned to school with your student BY MONDAY, 8 JANUARY! **Keep the top portion for your own reference.**

Student Name (print) _____

Student Signature _____

Parent/Guardian Name (print) _____

Parent/Guardian Signature _____

Check one of the following. The BEST way to reach parent is via: _____ phone.

_____ e-mail.

Parent/Guardian E-mail Address _____

Parent/Guardian Phone Number _____

Please note that by indicating e-mail as a viable method of contact, you are agreeing that it is acceptable for Mrs. Erlinger to contact you through e-mail regarding your student.