



**University of International Business and Economics
International Summer School**

COM 110/ENG 120 Public Speaking

Term: May 25– June 25, 2020

Instructor: Professor Dwight Codr (pronounced “Deh-WHITE KO-der”)

Home Institution: University of Connecticut (PhD Cornell University)

Email: dwightcodr@gmail.com

Class Hours: Monday through Thursday, 120 minutes each day (2,400 minutes in total)

Office Hours: TBD

Discussion Session: 2 hours each week

Total Contact Hours: 64 contact hours (45 minutes each, 48 hours in total)

Credit: 4 units

Teaching Assistant Information: [TBD]

Email: [TBD]

WeChat: [TBD]

Office Location: [TBD]

The teaching assistant [TA] is available to speak with you about the class schedule, details about the content of the reading, your assignments/homework, quizzes, and to generally serve as a line of communication between the students and the professor. Students should speak with the TA if they intend to miss any classes. And students should also speak with the TA if they have any questions about technology or accessing assigned readings from Baidu Cloud. The TA is NOT responsible for nor able to address questions that you have about grades that you have received. For that, you must come to Professor Codr’s office hours and the TA can be there to help translate, if translation services are needed.

Course Description:

This course introduces students to the basics of public speaking, and will help them to cultivate the skills necessary to write and interpret a variety of different types of public speeches. Topics to be covered include attention getting devices, articulation and non-verbal communication, the ethics of public speaking, audience analysis (with a special emphasis on global audiences), critical thinking and logical fallacies, the use of visual aids, persuasion, and informational speeches. Class sessions will entail a mix of discussion of assigned readings from a textbook and the preparation, delivery, and revision of speeches.

Course Goals:

- To cultivate the skills needed to write and deliver public speeches

- To learn how to analyze and assess speeches given by others
- To practice speaking in English and become familiar with different English idioms and vernaculars
- To learn the differences between different occasions for speech and how to adapt speeches for different audiences and occasions

Required Textbook:

Public Speaking: The Virtual Text. <http://publicspeakingproject.org/psvirtualtext.html>

Students are expected to read all assigned readings in advance of the class session for which they are scheduled. Further, students must EITHER bring a hard copy of each day’s assigned readings OR a computer that will enable them to access the assigned readings.

Grading Policy:

Two hundred total points are possible. 100 points for *daily activities and assignments* (20 days x 5 points per day), 100 for the *four major speeches* (4 speeches x 25 points per speech).

Daily activities and assignments: Students will be given 5 points for each day. To receive the 5 points, students must both be in attendance for the class meeting and actively participate in classroom activities. “Active participation” further means: arriving on time to class, preparing for class in advance by doing the assigned reading and completing any assignments, taking notes, asking questions about the assigned reading, paying attention during the class (not using electronic devices for social media, shopping, playing games, etc.), doing all required tasks FOR THE DURATION OF THE TIME ALLOTTED TO THE TASK, and listening to and respecting your peers and the Teaching Assistant in the classroom.

Four major speeches: In addition to this component of your grade, students will give four major speeches, each worth 25 points: a persuasive speech, a toast or memorial speech, an informative speech, and a “how-to” speech. An optional final examination covering the assigned readings – worth a maximum of 20 points – will be available on the final day of the semester.

Grading Scale:

Assignments and examinations will be graded according to the following grade scale:

A	90-100	C+	72-74
A-	85-89	C	68-71
B+	82-84	C-	64-67
B	78-81	D	60-63
B-	75-77	F	below 60

Class Rules:

1. Students are expected to be in class.
2. Students are expected to be prepared for class. Specifically, students should be prepared to answer questions during all class sessions and to ask questions as well.
3. Students are expected to show respect and kindness towards other students, the Teaching Assistant, and the Professor. This means, among other things, that at no time should students use electronic devices for any purpose unrelated to classroom activities.

Attendance Policy:

Students receive points for each day spent in class. If you miss a day, you miss the points for that day's activities. There will be no make ups of days missed. In the event of a medical emergency, you must provide the instructor with official documentation explaining the reason for your absence. According to UIBE policy, if you miss more than 6 of the class meetings you will fail the course.

Course Schedule:

Monday, May 25, 2020

Getting to know each other

Explanation of expectations/procedures/syllabus

Tuesday, May 26, 2020

Reading: Introduction to Public Speaking (chapter 1)

Wednesday, May 27, 2020

Reading: Speaking to a Global Audience (chapter 14)

Activity: Brainstorming "How To" topics

Thursday, May 28, 2020

Reading: Introductions and Conclusions (chapter 9)

Activity: Attention getting devices for "How To" Speeches

Monday, June 1, 2020

Reading: Listening Effectively (chapter 4)

DUE: "How To" Speeches (25 points)

Tuesday, June 2, 2020

Reading: Informative Speaking (chapter 15)

Activity: Brainstorming "Informative Speech" topics

Wednesday, June 3, 2020

Reading: Organizing and Outlining (chapter 8)

DUE: Informative Speech Draft



Thursday, June 4, 2020

Reading: Supporting Your Ideas (chapter 7)

Activity: Attention getting devices for “Informative Speech”

Monday, June 8, 2020

Reading: Critical Thinking and Reasoning (chapter 6)

DUE: Informative Speeches

Tuesday, June 9, 2020

Reading: Using Language Well (chapter 10)

DUE: Informative Speeches

Wednesday, June 10, 2020

Reading: Speaking with Confidence (chapter 11)

Activity: Special Occasion Speech Brainstorming Session

Thursday, June 11, 2020

Reading: Delivering Your Speech (chapter 12)

Activity: Famous speeches in movies

Monday, June 15, 2020

Reading: Special Occasion Speaking (chapter 17)

DUE: Special Occasion Speech Draft (for Group 1)

Activity: Group 1 Meeting with Professor Codr

Tuesday, June 16, 2020

DUE: Special Occasion Speech Draft (for Group 2)

Activity: Group 2 Meeting with Professor Codr

Wednesday, June 17, 2020

DUE: Special Occasion Speech

Thursday, June 18, 2020

Reading: Persuasive Speaking (chapter 16)

Activity: Persuasive Speech Brainstorming Session

Monday, June 22, 2020

DUE: Persuasive Speech Draft

Activity: Group 1 Meeting

Tuesday, June 23, 2020

Activity: Group 2 Meeting



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Wednesday, June 24, 2020

DUE: Persuasive Speech

Thursday, June 25, 2020

DUE: Persuasive Speech

Final Examination