
PUBLIC SPEAKING IN THE DIGITAL AGE in Spring 2019 (CM2001)

Course Code	CM2001	Professor(s)	Mark Ennis
Prerequisites	None	Office Number	G-112
Class Schedule	MR: 15:20-16:40 in C-104	Office Hours	Wednesday 12:00pm - 13:00
Credits	4	Email	mennis@aup.edu
Semester	Spring 2019	Office Tel. Ext.	718

Course Description

CM 2001 is designed to foster the development of communication skills to enable you to make effective formal and informal presentations in professional, academic, and social settings, as well as in net-based environments.

1-2 hours of homework per class is required, consisting of:

- a series of background readings about speech preparation, delivery, and related topics.
- critical analysis of real time and videotaped speeches
- preparation of extemporaneous speeches: choice of topic, preparation of speaking notes, outlines, visual supports, roughing the speech.

This course is devoted to high-level work on interaction, and formal and semi-formal presentation. Particular elements of your speeches will be addressed through collective and individual oral and written feedback. Readings will be assigned in each class for the following one.

Because the purpose of the course is to improve communication skills and speaking ability, and because the class is largely student-directed, **your regular attendance is extremely important**. You cannot speak if you are not present. The success of each session depends on the full participation of each student.

The five major projects are extemporaneous speeches followed by an audience question and answer period. Oral and written feedback will be given for each of these presentations. Two or more will be videotaped for subsequent viewing and analysis in small groups, and posted on the net with code-restricted access.

Course Learning Outcomes

giving and receiving feedback effectively
responding to ongoing feedback
“translating” or adapting texts for speaking
critical listening of self and peers in real time and viewing on video playback
preparing and presenting impromptu speeches
preparing and presenting extemporaneous speeches
facilitating class discussions on reading assignments
verbal and non-verbal communication skills, voice modulation, body language
techniques for overcoming performance anxiety
using visual and audio aids to facilitate communication

General Education

This course fulfills one or more General Education requirements ☐ Yes ☒ No

Course Outline

Textbooks

Title	Author	Publisher	ISBN	Required
CONFESSIONS OF A PUBLIC SPEAKER., 2ND	BERKUN, SCOTT	WILEY	9781449301958	Yes

ED.

Attendance Policy

UNIVERSITY ABSENCE POLICY: Students at The American University of Paris are expected to attend all sessions. Certain absences may, however, be excused. Excused absences fall into two categories: sickness or unforeseen emergency, and university-sponsored activities, such as study trips. When a student misses a class, he or she must present an excuse to the teacher. If three consecutive classes are missed, however, the student must go to the Student Affairs Office to present third-party verification (a doctor's note, for example) in order for the absence to be excused. In all cases the responsibility for making up missed work rests solely with the student. However, the instructor may recommend administrative withdrawal of a student whose absences, excused or not, have made it impossible to continue in the course at a satisfactory level.

PLEASE NOTE:

Copies of the University's policies on absences and academic dishonesty were given to each student at registration. You are responsible for adhering strictly to these policies in all classes. Additional copies of the policies are available at the Office of the Registrar.

All work must be properly documented. As a speaker, it is your responsibility to acknowledge and reference your sources accurately. Improper documentation or plagiarism will result in a failing grade for the assignment and possibly for the course.

Given the nature of this course, **regular attendance is indispensable as is your full active participation** Thus, absence from class is strongly discouraged.

- **Unexcused absences will result in a lower final grade, administrative withdrawal from the course, or failure.**
- **Tardiness will be penalized.**
- **No late work will be accepted** nor makeup work be permitted without a valid excuse. Please read the university policies on absences and academic dishonesty below. Details will be given in class regarding guidelines to follow for papers prepared outside of class as well as oral presentations.

The schedule for individual speeches and group presentations will be fixed early on in the course. Changes in this schedule will not be allowed. A student who is absent from a speech or a group presentation will receive an "F" for the assignment. A student who misses a

presentation because of illness (for which a doctor's note is required) may be allowed to make up the presentation or do an alternate assignment if the schedule permits. Please see the university's policies on absences and academic dishonesty.

FORMAT

- **All outside assignments must be printed out, typed, and double-spaced in **Times 12** or an equivalent font, unless otherwise specified. Use *italics* or **bolded** letters only for special emphasis.**
- **All work must be handed in with pages stapled together in the top left hand corner.**
- **All work must be properly labeled. Your name, class number, assignment, and date must be clearly marked in the **upper left hand corner** as below:**

James Dean

CM 2001

Persuasion outline 1

January 15, 2019

- For longer papers, the page number must appear next to your name in the **upper right hand corner** of the page as below:

Dean 3

For further details consult the [MLA Handbook](#) or [*mla.org*](#). Remember to make your work as reader-friendly as possible.

ENGLISH LANGUAGE PROFICIENCY STATEMENT: As an Anglophone university, The American University of Paris is strongly committed to effective English language mastery at the undergraduate level. Most courses require scholarly research and formal written and oral presentations in English, and AUP students are expected to strive to achieve excellence in these domains as part of their course work. To that end, professors include English proficiency among the criteria in student evaluation, often referring students to the university Writing Lab where they may obtain help on specific academic assignments. Proficiency in English is monitored at various points throughout the student's academic career, most notably during the admissions and advising processes, while the student is completing general education requirements, and during the accomplishment of degree program courses and senior theses.

Grading Policy

Presentations

personal experience + impromptu speeches	10%	_____
speech 1 + outline	10%	_____
speech 2 + "translated" text	10%	_____
speech 3 + outline	20%	_____

Participation, Attendance	25%	_____
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(In-class exercises, assignments, peer evaluation, homework)

Mid term Exam	10%	_____
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Final	10%	_____
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Discussion leading + feedback	05%	
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FINAL EXAM Thursday, May 16, at 3:30

Other
