

# Speech 1315 Fundamentals of Speech

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<https://online.brazosport.edu/>

## Instructor

Michael McIntosh

## Phone

979.230.3329

## Email

Michael.McIntosh  
@brazosport.edu

## Office Location

G.116 – Seidule Theatre

## Office Hours

Monday: 10-11AM  
Tuesday: 2-3PM  
Wednesday: 10:30-11:30  
Thursday: 2-3PM

G.116 Zoom meetings by  
appointment

<https://zoom.us/my/michaelmcintosh>

## Course Overview

An introductory college course which introduces the beginning speech student to general principles of the Speech Communication field. The course will provide instruction in specific speech preparation techniques and basic communication skills appropriate to students' further academic professional careers. Students are expected to prepare, organize, deliver, and critique several speeches achieving the aims of informative and persuasive public address. (3 SCH, 3 Lecture, 0 Lab)

Required skill level: College-level reading and writing

## General Objectives

The general objective of this course is to give the student basic experiences in public speaking and oral communication. While some time will be spent on the development of skills of body and voice, there will be emphasis on using language as a vehicle of thought. A minimally successful student in this course should develop the ability to present a short oral presentation in an effective, clear manner.

## Learning Outcomes

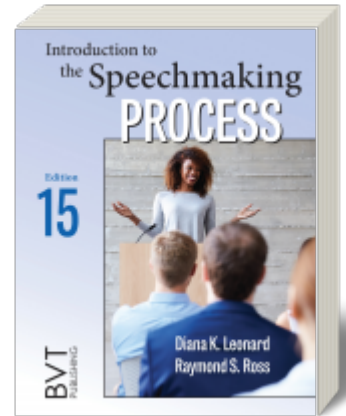
- Demonstrate the ability to effectively communicate orally from the podium in clear, coherent, and engaging language appropriate to the specific purpose, the central idea, and the audience.
- Demonstrate competency in listening at college level, analyzing, and interpreting verbal and nonverbal communication, and responding appropriately.
- Demonstrate competency in the speech writing process by germinating, developing, researching, organizing, and properly documenting a speech and the sources used in speech preparation.
- Demonstrate logical reasoning and critical thinking skills in problem solving and developing, evaluating, and presenting oral arguments.

If you have any questions, please don't hesitate to email me!

## Required Text and Materials

1. ***Introduction to the Speechmaking Process*, Leonard, 15th ed., BVT Publishing, ISBN 978-1-5178-0558-6**  
You can get either a print or online version from the bookstore. You can also order print or e-book at this link: [Introduction to the Speechmaking Process 15e \(bvtstudents.com\)](http://bvtstudents.com)
2. **A television, computer monitor, or a tablet to project visual aids.**
3. **A laptop, computer, or phone with a video camera (phones are great).**

Required course materials are available at the Brazosport College bookstore, on campus or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.



## Course Format

Fundamentals of Speech is a totally online class, which means there are no on-campus sessions. All communication, submission of assignments, discussions, and testing will take place within the online course. The course will be available on the very first day of the semester.

Each week you'll receive some assignments which may include: a reading, a quiz on that reading, a video speech, and/or either a short writing prompt or discussion starter. All discussions take place asynchronously online in a chat-like forum. All assignments are usually due on the Friday of each week at 11:59 PM.

## Course Schedule

Your learning is my principal concern, so I may modify the schedule if it will facilitate your learning. We may discover that we want to spend more time on certain topics and less time on others.

You can click on "Table of Contents" in the course to see the schedule at any time. They should also auto populate in your calendar and "Work to do" sections.

## Course Requirements

Grade Item	Max. Points	Percent of Final Grade
<b>Final Speeches</b>		<b>35%</b>
Special Occasion Speech Final	100	
Demonstration Final	100	
Final Informative	100	
<b>Quizzes</b>		<b>10%</b>
Quiz Chapter 1&2	10	
Quiz 5&6	10	
Chapter 8 and 10 Quiz	10	
Chapters 10-11 and COIK	10	
Quiz Chapter 12	10	
<b>Practice Speeches</b>		<b>25%</b>
Special Occasion Practice Speech	100	
Demonstration Practice	100	
Informative Practice	100	
<b>Written Work</b>		<b>10%</b>
Special Occasion Speech Outline	100	
Demonstration Outline	100	
Informative Speech Research	100	
Visual Aid File	100	
Upload Your Informative Speech Outline	100	
<b>Forums and Short Answer Prompts</b>		<b>10%</b>
Depreciation, overamplification prolonged close	10	
Bad Dad Jokes	10	
Answering Questions	50	
Voice and Articulation Inventory	50	
<b>Final Exam</b>	<b>50</b>	<b>10%</b>

## Grading Scale

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

## Homework Policy

Prompt submission of assignments and timely feedback to classmates via the Discussion area is vital to this class. Early submission allows the instructor to give you the guidance and grades you deserve. Due dates for each week are published on the course calendar at the start of the class. Work turned in by the time listed on the course calendar and on the due date listed will be considered on time.

***ABSOLUTELY NO WORK CAN BE ACCEPTED AFTER MAY 6, 2024, AT 8:00 AM. Until then, you are free to turn in and/or redo any work you'd like.***

## AI Policy

Feel free to utilize AI for enhancing your writing skills. While it can be a valuable tool for refining your work, please note that it cannot generate responses on your behalf, especially since it lacks specific information about the BC productions this semester or any other class-specific details.

## Accessing the Course

To log into the Virtual Campus and access your course go to <https://online.brazosport.edu> (add this log in page as a bookmark for faster access). Enter your Brazosport username and password.

Once logged in, click on the course title for DRAM 1310 in the My Courses area located in the middle of the page.

If you experience problems with log in contact the BC Helpdesk using the information provided below. The Helpdesk is there to provide fast assistance when having technical issues.

## Help Desk Contact Information:

Email [helpdesk@brazosport.edu](mailto:helpdesk@brazosport.edu), Phone:

(979) 230-3266,

[Click Here for Live Chat](#)

## When Taking an Online Course

You are currently enrolled in an online college course and will be asked to show a professional and mature attitude through the semester. The following shows what it takes to be successful in learning while taking a course that has little if no face-to-face contact with either your instructor or fellow students:

- Class time ~ 360 hours
- Study time ~ 6 to 9 hours of study time per week
- Tests ~
  - weekly modules and exercises
  - be aware of quiz dates via Syllabus/Calendar/Announcements
  - if applicable, form independent study groups with peers
  - ask questions
  - quizzes may be timed

- Grades ~
  - attendance/effort does NOT count toward a grade, **LACK** of attendance will HURT you though
  - keep track of your own grades using the grad book
  - calculate your own grades to keep track of grade requirements
  - have questions about your grade ASK immediately via email (don't wait till the mid or end of the course)
- Instructors
  - Do not remind you of incomplete work or assignment dates
- Accountability ~
  - monitor your own time
  - make your own decisions about extracurricular activities
  - practice good time management strategies
  - understand YOUR responsibilities and expectations of college ○ BE prepared ○ DON'T procrastinate
  - Understand your instructor is here to help “facilitate” or guide your learning, it is up to you to make it happen

## Attendance

As per college policy, you are expected to attend classes regularly, whether they are face-to-face or online. Each log-in will count as class attendance.

## Academic Honesty Policy

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>. Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in \_\_\_\_\_ in this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

## Title IX Statement:

Brazosport College faculty and staff are committed to supporting students and upholding the College District’s non-discrimination policy. Under Title IX and Brazosport College’s policy FFDA (Local), discrimination based on sex, gender, sexual orientation, gender identity, and gender expression is

prohibited. If students experience an incident of discrimination, sexual harassment, or sexual misconduct, they are encouraged to report it.

If a faculty or staff member "is informed of a student's pregnancy or related condition" by the student or "a person who has a legal right to act on behalf of the student," the employee must "promptly" tell the student or representative how to notify the Title IX Coordinator of the student's pregnancy or related conditions and must provide the Title IX Coordinator's contact information to the student or representative, unless the employee "reasonably believes" the Title IX Coordinator already knows.

While students may talk to a faculty or staff member at BC, please understand that they are "Responsible Employees" and must report what is told to them to college officials. Students can also contact the Title IX Coordinators directly by using the contact information below. Additional information is found on the Sexual Misconduct webpage at [www.brazosport.edu/sexualmisconduct](http://www.brazosport.edu/sexualmisconduct).

Alex Crouse, Director of Student Life and Deputy Title IX Coordinator  
979-230-3355; [alex.crouse@brazosport.edu](mailto:alex.crouse@brazosport.edu)

Brad McGonagle, Vice President, HR and Title IX Coordinator  
979-230-3459; [brad.mcgonagle@brazosport.edu](mailto:brad.mcgonagle@brazosport.edu)

## Students with Disabilities

Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. For student to receive any accommodation, documentation must be completed in the Office of Disability Services. Please contact Phil Robertson, Special Populations Counselor at 979-230-3236 for further information.

## Student Support:

To help you on your educational pathway, Brazosport College provides all students with access to TimelyCare. If you're stressed, challenged, or need help, download the TimelyCare app today! It's your free virtual health and well-being service platform, available 24/7, 365 days of the year. Search "TimelyCare" in your app store. Then, register with your student email to access your health care services.

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  - have questions about your grade ASK immediately via email (don't wait till the mid or end of the course)
- Instructors
  - DO not remind you of incomplete work or assignment dates
  - DO not keep attendance
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  - monitor your own time ◦ make your own decisions about extracurricular activities
  - practice good time management strategies
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## Missed Tests/Make-ups

If the late submission has been requested and approved in advance of the due date, there will be no deduction of points from the grade. An **email to the instructor** requesting an extension of the due date should be sufficient. All assignments must be completed to pass the course.

## College Policies

View current [Student Guide & Calendar](#) (includes Student Conduct, Honor Codes, and Academic Honesty) for detailed College Policy information.

## Student Conduct

Students are expected to be aware of and follow the Brazosport College Student Code of Conduct. Students have violated the Code if they “fail to comply with any lawful directions, verbal or written, of any official at BC.” Lawful directions include precautions and requirements taken to prevent the spread of COVID-19 at Brazosport College. Students who do not follow safety requirements, including the wearing of a mask, may be removed from class by their instructor and referred to the Dean of Student Services.

## Responses to Academic Dishonesty, Plagiarism, or Cheating

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>. Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in failure in this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

## Special Needs & Accessibility

BC is committed to quality education and to providing equal educational opportunities to every student. BC offers services for individuals with special needs and capabilities. Contact Phil Robertson, ADA Coordinator (Email: [Phil.Robertson@brazosport.edu](mailto:Phil.Robertson@brazosport.edu) | Call: 979-230-3236) for additional information.

- [Steps to Apply for Disability Services at Brazosport College](#)
- **Brightspace** (formally known as D2L), our Learning Management System provides tools which are compliant and easy to navigate and understand using assistive technologies and devices that support their needs. To learn more about Desire2Learn's commitment to accessibility visit their [Accessibility Commitment](#) page as well as their [Accessibility Resource Center](#) for both faculty and students.
- **YouTube Videos** may also be used in online courses. Visit [YouTube Accessibility Settings](#) page for additional information on how to set [accessibility for YouTube on Android](#), [turn captions on and off](#) and [use YouTube with a screen reader](#).



## Student Privacy

Brazosport College is committed to providing services and support to meet your needs and achieve your educational goals. We are equally committed to protecting your privacy.

For information regarding the confidentiality of student records please view the [Brazosport College Distant Learning Student Privacy Statement](#). For additional information related to Student Privacy contact the Registrar (979-230-3010).

## Withdrawals

Withdrawal from a course is, first and foremost, the student's responsibility. An instructor may process an "administrative withdrawal" on a student for excessive absences.

*However, it is the student's responsibility to ensure, prior to the deadline for withdrawal, that he/she has been officially withdrawn.* Because you stop attending a class, does not mean that you have officially withdrawn from the class.

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Mareille Rolon, HR Coordinator and Deputy Title IX Coordinator  
979-230-3303; [mareille.rolon@brazosport.edu](mailto:mareille.rolon@brazosport.edu)

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