Bluestem Jr./Sr. High School **Instructor Name:** Jodi Crumrine

***Speech* Class Location:** Room B-1

Course Syllabus **Phone:** 742-3281 **Ext.** 128

 **E-Mail:** jcrumrine@usd205.com

**Course Description:** This class will involve the study and use of basic oral communication skills, presentation-both formal and informal, collaboration. Students will present speeches in front of the class, small groups or one-on-one. Research, interviews, and source documentation is required for most speeches. Students will also create visual aids to enhance their presentations. Students will integrate a variety of media and technology to develop skills for critical analysis and production in the 21st Century.

**Course Objectives:** This course is designed to increase students’ understanding of the communication process within the context of public speaking; the roles of verbal and nonverbal communication in speech presentations; the many contexts and forms in which public speaking occurs in our society; analyzing the audience, the purpose of public speeches; evaluate the strengths and weaknesses of other’s and their own speeches; improve self-esteem through successful communication.

**Required Materials and Supplies:** Text book(s), writing utensils, highlighters, 1” binder, iPad (charged), other supplies specific to your speech topic when needed.

**Supplemental Reading Materials:** The textbook *38 Basic Speech*, is available for check out to you during the semester. At times, you will be required to check out materials from the BHS Library or teacher.

**Method of Evaluation:** Speeches (typed and presented), tests, daily work/homework, quizzes, class participation, and a final are used to determine grades. Final is worth 10% of the semester grade.

**Professionalism: 10%** of your total semester grade. A daily grade will accumulate based on class preparation, participation, homework completion, work ethic, attendance, and tardies. An unexcused tardy or absence will result in a zero for that day. Your percentage of daily points will be averaged and that score will account for 10% of your total semester grade, with grades entered throughout the semester.

**Late Work:**

● Any schoolwork that is turned in late will be reduced by 20%.  Whether it is a day late, a week late, or a month late, the maximum credit the student can earn on each late assignment is 80%.

* The student will be allowed to turn in schoolwork until the end of the nine weeks.  After the nine weeks, no work from that nine weeks will be accepted and the student will receive a zero for any assignments that have not been turned in.
* All work missed due to an absence should be made up within one day (24 hours) after returning to school or class.  After extended absences, students will be allowed one day (24 hours) per day of absence to turn in work without it being late.
	+ Ex. If a student is absent for two days = that student will have two school days (48 hours) to complete work for full credit.

**Grading Scale: A 100-90%; B 89-80%; C 79-70%; D 69-60%; F 59-0%**

# **INSTRUCTOR POLICIES**

**Classroom Rules:**

1. Be ready to learn
2. Communicate Appropriately
3. Remain focused on class purpose

**Consequences of violating classroom rules:**

1. Verbal warning.
2. Conference after class.
3. After-school detention.
4. Office referral/conference with an administrator.

**Classroom Procedures:**

**Beginning:** Be in seat with iPad charged, ready for bell work and/or homework carried over from previous day.

**Ending:** Notation of homework. Clean up your work area & return supplies borrowed. Remain seated until I dismiss class.

**Reminder:** Do something nice for someone!

**Student Responsibilities**

**Be prepared:** bring all materials to class daily; be ready to learn; have assignment complete.

**Be responsible:** for your actions, attitude, learning, language, choices, thoughts, attendance, class time.

**Be respectful:** of your peers, teacher, self; ideas, possessions, classroom supplies, equipment, school.

**Institutional Policies:** I will adhere to all policies detailed in the Bluestem Jr./Sr. High School Student Handbookstudent handbook, including those for finals, tardies and academic honesty.

**Bullying and Harrassment:** Words and actions directed toward a person’s sex, age, religion, disability or ethnic origin are not allowed. Neither is any type of bullying, hazing or initiation. Students who violate this policy will be subject to appropriate disciplinary action, which may result in suspension or expulsion from school.