



North Central State College

MASTER SYLLABUS

2026-2027

- A. Academic Division: Liberal Arts
- B. Discipline: Communication
- C. Course Number and Title: COMM1010 Speech
- D. Assistant Dean: Laura Irmer, MFA, MA
- E. Credit Hours: 3
- F. Prerequisites: None
- G. Last Course/Curriculum Revision Date: Fall 2023 Origin date: 01/24/2011
- H. Textbook(s) Title:

Open Education Resources (available for download or view)

Stand up, Speak out: The Practice and Ethics of Public Speaking

- Authors: (editors University of Minnesota Libraries Publishing)
- Copyright Year: 2016
- Edition:
- ISBN: 13:9781946135254
- OER Link: <https://open.umn.edu/opentextbooks/textbooks/77>

Open Education Resources (available for download or view)

Exploring Public Speaking

- Authors: · Copyright Year:
- Edition: 3rd
- ISBN:
- OER Link:
 - o <https://open.umn.edu/opentextbooks/textbooks/77>
 - o <https://open.umn.edu/opentextbooks/textbooks/exploring-public-speaking-2nd-revision>

- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This course involves instruction and experience in giving a presentation. Students are taught the principles of speech content and delivery so that they can effectively participate in a variety of practical speaking situations. Presentations will include the informative speech, persuasive speech, visual aid/demonstration speech, impromptu speech, and group presentation. (OTM for Oral Communication TMCOM and TAG # OCM013)

Honors Credit

This course is available for honors credit. If you are an Honors Student with a cumulative grade point average of 3.5 or higher and you want to earn honors credit for this course, you must contact me at the beginning of class to arrange a special honors project. If you have a grade point average below 3.5 but would like to be considered for admission to the Honors College and earn honors credit for this course, you

must also contact me at the beginning of class to discuss the admission process.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	Communication – Speech VALUE Rubric
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. The student will understand and demonstrate the structure of an extemporaneous presentation.	Oral presentations, collection of presentation outlines, quizzes, final examination—Throughout the term.
2. The student will understand and utilize a variety of verbal and nonverbal delivery techniques.	Oral presentations, quizzes, final examination—Throughout the term.
3. The student will understand and demonstrate the use of credible sources/documentation to support their presentations.	Oral presentations—Last half of the term.
4. The student will understand and implement the basic guidelines of audience analysis using speeches to embrace difference, demonstrate diversity and inclusion, and understand relationships between cultures.	Oral presentations, quizzes, final examination—Throughout the term.
5. The student will understand and create visual aids that enhance his/her presentation.	Oral presentations—Throughout the term.
6. The student will understand the model of communication.	Quizzes, final examination—Throughout the term.
7. The student will understand and employ listening styles appropriate to the message.	Oral presentations, quizzes, final examination—Throughout the term.
8. The student will understand and demonstrate how to formulate an argument.	Oral presentations, quizzes, final examination—at the end of the term.
9. The student will demonstrate the ability to critically and constructively evaluate his or her own speeches as well as the speeches of classmates and professionals.	Peer reviews of oral presentation drafts.

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Below Average
00--59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at:

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDF/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division:	Liberal Arts	Discipline:	Communication
Course Coordinator:	Steve Hayes		
Course Number:	COMM 1010	Course Title:	Public Speaking
Semester / Session:	Fall 2026 / Session A	Start / End Date:	08/17/2026 thru 10/09/2026

Instructor Information

Name:	Cynthia Shroyer	Credentials:	MA Communication, BA English, MA English, MA Ministry
Phone Number:	419.755.4560	E-Mail Address:	cshroyer@ncstatecollege.edu
Office Location:	In person/Zoom	Office Hours:	By appointment

I. Topical Timeline for 8-week course and double for 16-week course (Subject to Change):

Weeks	Topics
1	Intro to Public Speaking/Get to Know You/Ethical Speaking
2	Introduction Speeches/Communication Apprehension
3	Audience Analysis/Being a Good Listener/Outlines
4	Outlines/Working in Groups/The Importance of Language
5	Informative & Persuasive Speaking/ Library/ Presentational Aids
6	Group Speech Rehearsals
7	Group Speeches
8	Multimedia Presentation/ Review for Final Exam

For weekly topic information, please see Syllabus Addendum #2 – Course Layout

II. Course Assignments:

1. Peer Review
2. Participation
3. Presentations
4. Group Speech
5. Final Speech

III. Grading and Testing Guidelines:

Final Grade Calculation

Activity	Qty	Points	Percentage
Peer Review	2	50	9%
Participation	1	50	9%
Presentations	5	250	46%
Group Speech	1	100	18%
Final Speech	1	100	18%
	Total	550	100%

1. Foundations

Course Number: COMM-1010-900A
Semester / Session: Fall 2026

Course Title: Public Speaking
Start / End Date: 08/17/2026 thru 12/11/2026

- a. Public Speaking Online
- b. The Basics of Public Speaking
- 2. Ethics**
 - a. AI usage
 - b. Audience Analysis and Listening
 - c. Overcoming Fears Speech
- 3. Development and Organization**
 - a. Developing Topics for Your Speeches
 - b. Organizing and Outlining Your Speeches
 - c. Introductions and Conclusions
 - d. Demonstration Speech
- 4. Cultural Diversity in Public Speaking**
 - a. Impromptu Speeches
 - b. Informative Speeches
- 5. Researching and Supporting Your Speeches**
 - a. Researching
 - b. Supporting Ideas
- 6. Delivery**
 - a. Presentation Aids in Speaking
 - b. Language
 - c. Delivery
 - d. Constitution Week speeches
- 7. Persuasion**
 - a. Persuasive Speaking
 - b. Logical Reasoning
 - c. Group Persuasive Speech
- 8. Final Speech (Pecha Kucha) and Group Evaluation**

III. Examination Policy:

- No exams for this course other than the speeches listed.

IV. Class Attendance and Homework Make-Up Policy:

Attendance and Participation

Regular attendance and participation are essential for success in this course. Class activities are designed to help you develop critical reading, research, writing, and revision skills, as well as explore a variety of writing genres and formats. Students are expected to:

- Complete assigned readings and coursework.
- Actively participate in discussions, workshops, peer reviews, and other learning activities.
- Apply course concepts and writing strategies to their work.
- Do your own work.
 - NCSC [Academic Integrity](#)
 - NCSC [Plagiarism](#)
 - NCSC ENGLISH DEPARTMENT [AI Usage](#)
 - NCSC [Academic Honesty/Dishonesty](#)

First-Week Requirement

To remain enrolled in the course, you must complete the required first-week assignments (Critical Thinking and Writing Exercise) by the Monday of Week 2. Students who do not meet this requirement may be withdrawn for non-attendance.

Absences

Course Number: COMM-1010-900A
Semester / Session: Fall 2026

Course Title: Public Speaking
Start / End Date: 08/17/2026 thru 12/11/2026

All absences are generally considered unexcused. Exceptions may be made for documented emergencies, such as hospitalization, a death in the immediate family, or other serious circumstances. These situations will be handled individually.

Because this course requires a significant time commitment, students should plan ahead for work, family, and personal responsibilities. For a 3-credit-hour course, expect to spend approximately 9–12 hours per week completing coursework outside of class.

Required Conferences and Tutoring

For each major essay, students are required to:

- Meet with the instructor for an individual writing conference.
- Meet with the embedded writing coach/tutor for a tutoring session.

These conferences are part of the course requirements and earn participation points.

Participation in an Online or Hybrid Course

Participation involves more than simply submitting assignments. Students are expected to:

- Engage actively with course materials.
- Communicate with the instructor as needed.
- Participate in discussions and other learning activities.
- Ask questions and seek clarification when necessary.

Regular participation helps ensure you understand assignment expectations and develop stronger writing skills.

Late Assignment Policy

Submit all assignments by the deadline listed in Canvas and on the assignment instructions. Once the submission window closes, a penalty of up to **10% per calendar day** may be deducted from the assignment grade.

Assignments more than **two weeks late** will not be accepted unless there is a documented emergency or death in the immediate family.

Grace Period:

Most assignments include a submission window that remains open beyond the listed deadline.

Late penalties do not apply until the grace period ends and the submission window closes.
Therefore, pay close attention to the "Available Until" date and time in Canvas.

Extensions:

Extensions may be requested before an assignment is due. Extensions are typically granted only to students who have been actively working with the instructor or writing coach.

Do Not Email Assignments:

Do not email assignments after the Canvas submission window has closed unless you have received prior instructor approval. Unauthorized emailed assignments will not be graded.

Preparatory Assignments

Preparatory work is an important part of the writing process and may include:

- Discussions
- Notes and research activities
- Annotated bibliographies
- Analyses and proposals

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Course Title: Public Speaking
Start / End Date: 08/17/2026 thru 12/11/2026

- Drafts
- Peer reviews
- Reflections

Many of these assignments must be completed on time because they support later course activities. Some assignments, such as quizzes, in-class writings, discussions, and reflections, cannot be made up after the class activity has occurred. Students with documented emergencies will be offered alternative arrangements when possible.

Tutoring Requirement

Tutoring is a required part of this course and earns participation points.

The embedded writing coach and the Tutoring/Writing Center are available to help you:

- Develop ideas
- Strengthen drafts
- Overcome writer's block
- Improve critical reading, thinking, and writing skills

Writing coaching is not just for students who are struggling; it is a valuable resource for all writers. Each tutoring session, whether completed online or in person, counts toward your participation grade.

V. Classroom Expectations:

Engage in the Writing Process

Writing is a skill that improves through practice, revision, and reflection. You are expected to take ownership of your learning and actively participate in all stages of the writing process.

- Attend class, writing conferences, and tutoring sessions.
- Complete drafts, revisions, and editing activities.
- Ask questions when you need help.
- Watch assigned videos and review course materials in Canvas. Students who consistently participate and seek support are more likely to succeed in the course.

Adopt a Growth Mindset

This course is designed to help you grow as a reader, thinker, and writer. Be open to feedback, new ideas, and challenges. Mistakes are part of the learning process, and improvement is expected throughout the semester. The skills you develop in this course will support your success in college, your career, and lifelong learning.

Respect Others

A respectful classroom is essential for learning.

Students are expected to:

- Listen attentively when others are speaking.
- Avoid interrupting or talking over classmates and the instructor.
- Respect viewpoints that may differ from their own.
- Provide constructive and professional feedback during peer reviews.

When reviewing a classmate's work, focus on the effectiveness of the writing rather than whether you agree with the writer's opinions.

Communication

When contacting the instructor, include:

- Your name
- Course number
- Section number

Email is the preferred method of communication. Use professional and respectful language in all emails and messages.

Communication is generally welcome between **9:00 a.m. and 8:00 p.m.** Responses are typically provided within 24 hours.

Online Classroom Etiquette

For online or hybrid meetings:

- Mute your microphone when not speaking.
- Turn on your camera when speaking, if possible.
- Be respectful and avoid talking over others.
- Ask questions and participate in discussions.
- Attend class from an appropriate learning environment and wear attire suitable for a college classroom.

If family members, pets, or other interruptions occur, mute your microphone and camera if needed, address the situation, and return to class as soon as possible.

Recording and Privacy

Students may not photograph, record, or share class sessions, course materials, conferences, or tutoring sessions without instructor approval or approved accommodations.

Recording of individual writing conferences may be permitted with prior instructor approval. Any sharing or posting of conference recordings or course-related materials is strictly prohibited.

Technology Issues

If you lose internet access or are disconnected during class:

1. Notify the instructor or writing coach as soon as possible.
2. Attempt to reconnect several times.
3. If you cannot return, review any posted recordings or materials and contact the instructor for guidance.

Weather and Emergencies

If the college closes because of weather or other emergencies, follow any instructions provided by the college and instructor regarding class meetings, conferences, or assignment deadlines.

If an emergency prevents you from attending class or completing course requirements, notify the instructor as soon as possible.

Classroom Safety

The safety and well-being of all students is a priority. If a serious safety concern or emergency occurs during a class session or conference, college emergency procedures will be followed and appropriate authorities may be contacted when necessary.