

Plan, Prepare, Polish, Practice, Present

“Speech is the mirror of the soul; as a [wo]man speaks, so [s]he is”.
Publilius Syrus



Assignments and Grades

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| Required Assignments | | See CAS Department Grading Criteria |
|---|------------|---|
| Personal Experience Speech (3-4 min) | 40 | Full credit if all components turned in on time. |
| Abstract Term Speech (4-5 min) | 50 | Evaluated based on rubric – See WEBSITE |
| Informative Speech (6-7 min) | 100 | Evaluated based on rubric – See WEBSITE |
| Persuasive Speech (7-8 min) | 100 | Evaluated based on rubric – See WEBSITE |
| Final Speech to Guest Audience - Your Choice | 30 | Evaluated based on rubric – See WEBSITE |
| In-class Exam on Textbook/Lectures/HW – November 22 | 100 | Percentage of correct answers |
| Listener Responses to Six Panels of In-class Speeches | 30 | Full credit if all components turned in on time. |
| TWO 2-3 min STUDENT STARTER | 30 | Full credit if all components on time. |
| One Written Evaluation of Out-of-Class Speech | 20 | Evaluated based on rubric – See WEBSITE |
| TOTAL POINTS | 500 | |
| Optional Assignments - Bonus Points (Only awarded after required assignments are completed.) | | |
| Two Additional Evaluation of Out of Class Speeches (15 ea) | 30 | Due before November 18 |
| On-line Speech Critiques (max 2 speeches of 5 min or more) | 20 | Due before April November 18 |
| Attendance -10 points each absence | -10 | |
| Inappropriate Classroom Behavior (includes tardiness) | -10 | |
| General Percentages for Components for Each Speech | | |
| Rough Outline | 20% | Due before speech (Peer feedback) |
| Complete Sentence Outline (See textbook for samples) | 50% | Due evening before speech (Teacher feedback posted in GRADE BOOK) |
| Delivery | 20% | Day of speech ((Peer and teacher feedback) |
| Self-Reflection | 10% | Due evening of speech (Teacher Feedback) |
| Total | 100% | |

General Grading Guidelines for Written Assignments

D = incomplete - elements missing from assignment

C = complete - all elements/components of assignment appear in work presented

B = complete AND correct (MUGS*, formatting**, etc.)

A = complete, correct AND creative (goes beyond minimum requirements in multiple areas)

*Mechanics, Usage, Grammar, Spelling Errors at minimum, don't obscure message of speech

** Outline (I,II; A,B; 1,2; a,b; etc.) and List of References – Alphabetical order with hanging indents

CAS Department Criteria for Evaluating Speeches
(Adapted from the National Communication Association)

The D or F Speech (poor or failing work):

- fails to meet the basic requirements for the assignment
- is poorly researched, does not identify its sources, or engages in plagiarism
- does not engage the audience or relate to its members in any significant way
- has an aimless structure or does not make the parts relate to the whole
- is expressed in a poor oral style and poor delivery
- does not have a clear sense of purpose demonstrated throughout the speech
- has content that ranges from superficial to barren
- demonstrates disregard for time constraints

The C Speech (average work that meets the requirements):

- is somewhat original and unique
- is appropriate to the assignment
- is appropriate for the audience and sufficiently focused
- is adequately supported with research and evidence
- has a clear sense of purpose
- makes a strong start in the introduction and a strong finish in the conclusion
- has an appropriate design
- is presented extemporaneously
- is between 1 to 2 minutes over time.

The B Speech (good, thorough, and insightful work):

- meets all the criteria for the C speech
- explores a challenging topic, adapted to the audience
- is well-researched, going beyond the minimum number of sources
- clearly identifies sources of information and ideas
- creates and sustains attention throughout the presentation
- effectively uses transitions, previews, and summaries
- employs good oral style
- is presented with poise
- is between 30 seconds and 1 minute over time.

The A Speech (superior work):

- meets all the criteria for the B speech
- creatively and imaginatively explores and develops the topic
- nurtures audience involvement through a variety of appeals
- adapts information and supporting material to the audience's experience
- is very well-researched, going far beyond the minimum number of sources
- is artful in its use of language and in its style
- is a polished presentation, both verbally and nonverbally, yet is natural
- is delivered with a strong sense of presence
- meets the time constraints for the assignment