

EH 141 Speech: Course Policies and Syllabus

Welcome!

The purpose of this course is to help you familiarize yourself with various aspects of public speaking. This course will allow you to develop your skills in effective speeches, slide deck presentations, interviewing, virtual meetings, presentations, and collaborations. During our time this semester, we will work to build your comfort level with speaking as well as the skills needed to navigate your academic and professional career.

Delivery Method

Hybrid (On-Campus): Instruction occurs partially on campus and partially online. Class meetings, whether in-person or synchronous online, will be held at regularly scheduled times.

Required Texts and Materials:

- Microsoft Office suite through JSU email account, including Word, PowerPoint, and Teams
- Laptop computer with video camera, audio microphone, and reliable internet access

Course Description

Foundations of effective public, interpersonal, and professional communication. Focuses on speech organization, delivery, and audience engagement; includes instruction in multimodal presentations, interviewing, virtual meetings, and collaboration, as well as the importance of cultural norms, among other topics relevant to academic and professional settings.

Course Objectives

Students will give six effective major presentations in a variety of modes and using a variety of digital skills and visual aids. Students will practice verbal and nonverbal communication in public, interpersonal, and professional settings, applying ethical and inclusive principles.

Student Learning Outcomes

Upon successful completion of this course, students will be able to:

- Practice specific principles of effective public, interpersonal, and professional communication.
- Implement ethical, inclusive communication practices by developing critical thinking, researching, and listening skills.
- Apply digital communication skills through multiple mediums.
- Craft and present an effective multimodal presentation.
- Produce a professional resume, job letter, and interview.

Attendance Policy

Students are expected to attend all classes and submit all assignments, whether in class or online work. Attendance is important to students' success, and the English Department wants

success for all students. Therefore, students enrolled in this course must follow the English Department's overall attendance policy, which requires students to be present at 75% of class meetings. These policies begin on the first class session that the student's name appears on the roster. Attendance will be marked and tracked through JSU Navigate.

Tardy Policy

Students who arrive more than 10 minutes late are marked absent and must notify the teacher of their attendance at the end of class. Class time is limited and it is important to be respectful of everyone's time.

Late and Make-up Policy

A student may make up missed *written* assignments or turn in late *written* assignments during each module. Once the module has passed, there will be no opportunity to submit late assignments. For example, exercises for project 1 are in module 1—once the final draft of project 1 is submitted, there should be no late submissions of exercises, discussion posts, or drafts. It is the student's responsibility to plan with the instructor for making up the missed work. All assignments must be submitted to canvas as a file—please do not submit assignments as links (from google or dropbox). Any assignments submitted elsewhere will not be counted.

In person speeches will not be accepted as late without communication 24 hours prior to the expected speech. Students will be responsible for signing up for a presentation time, and **failure to sign up ahead of time will result in the forfeit of their presentation.**

Student engagement (or, how to succeed in this course)

Success in this course depends heavily on your individual effort and active engagement. Because this is a hybrid, there will be some days where our class does not meet. To ensure continuity in our course, you will be expected to engage with instructional videos, readings, and activities.

You are expected to:

- Attend class meetings
- Watch assigned lecture videos in full (even if you watch them at 2x speed)
- Complete readings and learning activities by their deadlines
- Actively engage with the course content before attempting assignments or assessments

If you do not engage with the materials, you will not receive the necessary content or knowledge to succeed on quizzes, exams, discussions, or projects. Simply submitting assignments without engaging with the instructional materials or attending class will likely result in poor performance.

This course requires consistent time, attention, and self-discipline. Hybrid learning offers flexibility, but it also places greater responsibility on you to keep up with the material. Falling behind or choosing not to engage is a choice that directly impacts your learning and your grade. If you are struggling with time management, understanding the material, or staying motivated,

you are encouraged to reach out early for support. Effort and engagement are essential—and expected—for success in this course.

Civility Statement

All students are expected to be respectful of others' opinions, ideas, time, work, and wellbeing, and to treat their classmates, instructor, and their work with the respect they would want in turn – both in the physical classroom and in the online setting. All students are expected to attend class fully prepared with appropriate materials. Any student behavior deemed disruptive by the instructor will result in expulsion from the classroom, with an absence for the day and possible disciplinary action.

Grades

Assignment	Weight
Narrative speech	10%
Job materials/ interview	15%
Informative speech	20%
Persuasive speech	20%
Demonstrative speech	20%
Exercises	15%

Conversion scale of final averages: A (90-100%), B (80-89%), C (70-79%), D (60-69%), or F (59% and below)

Project descriptions

Project 1: Narrative speech

A narrative speech is a captivating form of public speaking where the speaker tells a story to engage, entertain, and connect with the audience. For this assignment, you will focus your speech on telling the story of your first work experience. These can range from your first job to a volunteering opportunity, to other work experiences you may have had. This will help set us up to continue on to project 2, which focuses on creating job materials.

Project 2: Job materials/ interview

A two-part project where you will craft their resume based on a job ad for a job you would be interested in. Then, you will complete a professional interview based on these job materials. The mock professional interview works as the culmination of the job materials project. This step uses all of the materials you have develop so far (cover letter, resume, job analysis) to complete an in-person interview.

Project 3: Informative speech

An informative speech is designed to educate the audience about a specific topic, providing them with new knowledge, understanding, or insight. For this speech you will draft, research, and present this individually on a topic of your choice.

Project 4: Persuasive speech

A persuasive speech aims to convince the audience to adopt a specific viewpoint, take a particular action, or change their beliefs or behaviors. Unlike other speeches in this course, this is a group assignment. You will form a group of 3-4 and your team will be responsible for drafting, researching, and presenting your speech on a topic of your choice. You and your group will create a slide deck and present together in class.

Project 5: Demonstrative speech

A demonstrative speech is designed to show the audience how to perform a specific task or process through step-by-step instructions and visual aids. This speech focuses on the “how to” of a task. For this assignment, you will be responsible for drafting, researching, and presenting your speech individually. This speech will also be recorded and submitted (not presented in person).

Children or Animals in the Classroom:

Students are not to bring their children into classes. Service animals are allowed in the classrooms, but they must wear vests, harnesses, etc., identifying them as documented service animals.

University Academic Policies and Statements

All official university academic policies are housed on the JSU website and apply to every student each semester. These policies are essential to your academic success and must be reviewed. You can access them by visiting <https://www.jsu.edu/academicaffairs/academicpolicies/index.html> or through the “Academic Policies” link included in your Canvas course.

University Academic Honesty Policy

In a university community, true knowledge can be gained only through honest means. A [Scholar’s Code](#) can be found in both the Undergraduate and Graduate Catalogs and the Student Handbook. Students who violate the Scholar’s Code will be subject to disciplinary actions which could range from a zero on an assignment to failure of the course; repeated offenses can result in dismissal from the university. Records of academic dishonesty are kept in the Office of Community Standards and Student Ethics.

Scholar’s Code Violations Reporting

Any attempt at academic dishonesty as defined by JSU’s Scholar’s Code—including **unauthorized use of AI** or AI-powered writing assistants used for sentence editing—will be reported to the university by your instructor via the [Academic Integrity Reporting Form](#). When students are reported for a violation of The Scholar’s Code, they will receive an email notification. Repeated violations will result in additional disciplinary action.

In the English Department, if a student has been reported three times in the same class for violating The Scholar's Code, a grade of "F" (or "NC" in EH101, EH102, EH103, EH104, EH105, and EH106) may be assigned for the semester.

AI Use Policy

Yellow Light: In this course, students are permitted to use AI-based tools (such as ChatGPT) on some assignments. **These include drafting language for speeches, generating research topics, and revising tone for speeches.** All sources, including AI tools, **must be properly cited--see example below***. Use of AI in ways that are inconsistent with the parameters above will be considered academic misconduct and subject to the JSU's Scholar's Code.

Below are the following assignments that will be incorporating AI:

- Project 3: Brainstorming for Informative Speech Topics (AI), Exercise: Drafting Informative Thesis Statement (AI), Exercise: Revising for Informative Speech Organization & Style (AI)
- Project 4: Brainstorming for Persuasive Speech Topics (AI), Exercise: Drafting Persuasive Thesis Statement (AI), Exercise: Revising for Persuasive Speech Organization & Style (AI)
- Project 5: Brainstorming for Demonstrative Speech Topics (AI), Exercise: Drafting Demonstrative Thesis Statement (AI), Exercise: Revising for Demonstrative Speech Organization & Style (AI)

Please note that AI results can be biased and inaccurate. It is the student's responsibility to ensure that the information used from AI is accurate. Additionally, pay attention to the privacy of data. Many AI tools will incorporate and use any content shared, so be careful not to unintentionally share copyrighted materials, original work, or personal information. Learning how to thoughtfully and strategically use AI-based tools may help develop skills, refine work, and prepare for future careers. If you have any questions about citation or about what constitutes academic integrity in this course or at Jacksonville State University, please feel free to contact me to discuss your concerns.

*Students must incorporate a subsequent citation in their assignments when using a Generative AI Tool, such as:

OpenAI. (2026). *ChatGPT* (Year of the version you're using) [Large language model]. <https://chat.openai.com>

Technology Policy

Jacksonville State University students will need a laptop that runs either Windows or Macintosh operating systems. Students are encouraged to bring laptops to classes and learning spaces on campus to access virtual labs and other computing resources available online. This laptop requirement ensures you will have adequate and timely access to the electronic resources necessary to be a successful JSU Gamecock. Chromebooks, tablets, and smart phones cannot access all the electronic educational material and resources used at JSU and are therefore not suitable devices. <http://www.jsu.edu/it/laptop/>

In addition, AI-enabled smart glasses and wearable devices include, but are not limited to, Meta Smart Glasses and similar eyewear or wearables are not permitted in the classroom.

These technologies include (but are not limited to) those that:

- Contain integrated cameras and/or microphones;
- Connect to the internet, cloud services, or external applications; and/or
- Utilize artificial intelligence to transcribe, analyze, or generate audio, video, or images in real time.

While such tools may have legitimate applications outside of school, their functionality presents significant challenges within an educational environment. AI wearables as defined within our syllabus compromise privacy and erode academic integrity. **As such, students found to be wearing such prohibited wearables will be asked to remove them and/or leave the classroom.**

Notice of Instructional Use

All student work in this course may be used for instructional purposes in future classes and faculty professional development unless the student notifies the instructor in writing at the beginning of the semester to exclude their work. All identifying information will be removed from the work prior to using it as an instructional tool.

Inappropriate Papers and Assignments:

Papers and other assignments that the instructor considers offensive or inappropriate in attitude or content will be returned with a grade of zero. Papers or assignments that do not follow the prescribed assignment will receive a grade of zero. Papers or other assignments that contain AI-generated material when the assignment does not allow for any AI-generated material will receive a grade of zero. It will be up to the instructor to determine whether the student will be allowed to turn in a different paper or assignment and if it will be eligible for any/all points.

Help and Support

Canvas Help and Support

Please visit the [Online@JSU](#) website for general Canvas help and support and for [Canvas computer requirements](#).

General JSU Tech Support

Website: [Technology Support Center](#)

Email: techcenter@jsu.edu

Phone: 256-782-8324

Cengage Help and Support

1 -800-354-9706

<https://cengage.force.com/s/login/>

What do I do if I am struggling in some aspect of my life?

There are lots of taboos that we never talk about. Things like money, food, and shelter because it seems we should all have these things, especially if we're in college. That's not necessarily true. We also don't talk about our mental health enough, and it's really easy to let things pile up mentally to where you start to suffer from the weight of it all.

If you have car problems, sickness, or any other issue not listed here—please come and talk with me. My door is always open, and I'll find ways to get you the help that you need.

Below are some resources on campus and in the community:

- Gamecock market: <https://www.jsu.edu/gamecockmarket/index.html>
- Mental health resource center: <https://jedfoundation.org/mental-health-resource-center/>

Important dates

Dates for Fall 2026	
Classes begin	August 19
Labor Day	September 7
Advisement/ grading day	October 8-9
Last day to drop a class or withdraw	November 11
Last day of class	December 1
Final exam week	December 2-8

Fall 2026 EH 141 Speech Schedule

Date	Topics to be Discussed	Work to be Completed
Week 1 8/19 (IP)	Module 1.1 Introduction to PAD	Exercises: • First Day Attendance • Learner Introductions • Chapter 3: Purpose • Chapter 4: Audience • Intro to rhetoric/ public speaking in the workplace Exercises: • Types of speeches
Week 2 8/24 (IP) 8/26 (O)	Module 1.2 Intro to narrative speech	Readings: • Creating emphasis Exercises: • Narrative speech brainstorming

		Assignment: Narrative speech draft due 8/30
Week 3 8/31 (IP) 9/2 (IP)	Module 1.3 Narrative speech final	Exercises: - Practicing your P1 speech - P2 instructions Assignment: - Narrative speech presentations 9//2 - Project 1 reflection due by 9/2 - Job keyword
Week 4 9/7 (O) 9/9 (IP)	Module 2.1 Job materials: resume & job ad	Readings: - Cover letter tips Exercises: - Job ad analysis - Exercise: Brainstorming resume & cover letter - Employers snoop Assignment: - Project 2, resume draft due 9/13
Week 5 9/14 (IP) 9/16 (O)	Module 2.2 Cover letter & interview tips	Exercises: - Exercise: Elevator pitch - Outlining a cover letter - Interview question prep Assignment: - Project 2, cover letter draft due 9/20
Week 6 9/21 (IP) 9/23 (IP)	Module 2.3	Exercises: - Group feedback (interviews) Assignment: - Project 2: Mock interviews 9/21 & 9/23 - Project 2: Job Ad Analysis, Resume, and Cover Letter (final) due 9/27 - Project 2 Reflection due 9/27

Week 7 9/28 (IP) 9/30 (O)	Module 3.1	Readings: • Informative speech instructions Exercises: • Impromptu presentation Assignment: • Informative speech draft due 10/4
Week 8 10/5 (IP) 10/7 (IP)	Module 3.2	Assignment: • Informative speech presentations 10/7 & 10/12 • Project 3: Informative speech due 10/12 • Project 3 reflection due 10/12 Readings • Forming groups for P4 • Selecting a topic
Week 9 10/12 (IP) 10/14 (IP)	Module 4.0	Readings: • Team charter • Intro to P4: Persuasive speeches
Week 10 10/19 (IP) 10/21 (O)	Module 4.1	Exercises: • Researching your topic
Week 11 10/26 (IP) 10/28 (O)	Module 5.0	Exercises: • Best practices of slide design Assignment: Project 4: Group persuasive speech draft due 10/25
Week 12 11/2 (IP) 11/4 (IP)	Module 5.1	Exercises: • Practicing your persuasive speech 11/4 Assignment: • Project 4 presentations 11/9 & 11/11

		• Project 4: Group persuasive speech final due 11/8 • Project 4: Reflection due 11/8
Week 13 11/9 (IP) 11/11 (O)	Module 5.2	Readings: • Demonstrative speeches Exercises: • Brainstorming P5 • Paper airplane instructions • Outlining your demonstrative speech Assignment: • Project 5: Demonstrative speech draft due 11/15
Week 14 11/16 (IP) 11/18 (O)	Module 5.3	Assignment: • Project 5: Demonstrative speech (recorded video) final due by 11/22 • Project 5: Reflection due by 11/22
Week 15 11/23 11/25	Module 5.4	Thanksgiving break—No class
Week 16 11/30 (O)	Module 5.3	All work due by December 2nd, 2026 No class

Disclaimer: Syllabus and Schedule are subject to change with notification to students.