

## Course Information

Introduction to Public Speaking

Credits: 3

Spring 2025

Online

MnTC Goals: Goal 01 - Communication, Goal 02 - Critical Thinking

### Course Instructor:

Adam Paulson

Office number and campus: TRF 622E

Email address: adam.paulson@northlandcollege.edu

Office phone number: 1-218-683-8733

Most of my students choose to call me Mr. Paulson, but I also answer to Paulson, or professor Paulson, or just professor.

## Student (Office) Hours:

Monday through Thursday 10:00 – 11:00, also by appointment (email me!) on the NCTC TRF campus. We can also schedule a Zoom meeting, if that is what would work best for you.

## Course Overview/Description

(Fulfills MNTC Areas: 1, 2) This course develops students' capacities for effective oral communication with public audiences. Students will study public speaking concepts and practice practical skills. Students will select topics and supporting materials, prepare and organize speeches, utilize appropriate communication practices in various contexts, and evaluate oral communication. Prerequisites: None

## Learner Outcomes

1. Demonstrate appropriate topic selection, audience analysis, organization, and content development in a speaker-audience setting.
2. Create and deliver various types of speeches such as informative and persuasive.
3. Practice effective verbal and nonverbal delivery techniques that are well suited to the occasion and audience.
4. Utilize appropriate research strategies to discover and ethically integrate supporting materials from diverse sources and points of view.
5. Demonstrate the ability to listen, analyze, and provide feedback on public discourse.
6. (ILO: 5) Participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding.

### Goal 01 - Communication

1. Understand/demonstrate the writing and speaking processes through invention, organization, drafting, revision, editing and presentation.
2. Locate, evaluate, and synthesize in a responsible manner material from diverse sources and points of view.
3. Select appropriate communication choices for specific audiences.
4. Construct logical and coherent arguments.

### Goal 02 - Critical Thinking

1. Gather factual information and apply it to a given problem in a manner that is relevant, clear, comprehensive, and conscious of possible bias in the information selected.
2. Analyze the logical connections among the facts, goals, and implicit assumptions relevant to a problem or claim; generate and evaluate implications that follow from them.
3. Recognize and articulate the value assumptions which underlie and affect decisions, interpretations, analyses, and evaluations made by ourselves and others.

## Course Materials

Books: *Public Speaking for College and Career*, by Gregory Hamilton. See D2L for edition.

Equipment: A device for recording your speech, such as a laptop, tablet, or phone.

Computer Requirements: All speeches and assignments will be submitted digitally, so written work must be typed, double-spaced, 12 point font (Times New Roman is recommended), with header, and course information. Details will be discussed on D2L.

D2L Brightspace: Required. This will be the main part of our course.

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## Coursework and Grading Scheme

All grades will be given based off the standard percentage scale based on the points earned on each individual assignment. The final grade of the semester will be based on the total percentage of points earned throughout the class. This means that one point on a weekly question assignment is worth the same as one point on a speech.

### Grading Scale

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

## Course Policies

### Attendance

This is an online course so you are completely in charge of your own “attendance.” You will be expected to “attend” the class throughout each week of the semester by sticking to the Assignment Schedule and working on your essays throughout the semester.

If at any time during the semester you do not submit any work or contact me for two weeks, you will be dropped from the class and receive an F for the semester.

### Class Expectations

If at any point I feel your behavior in the digital classroom is disruptive and inhibiting the ability of other students to learn, you will be asked to leave the class for the remainder of the semester. If the problems persist, a meeting with the academic dean will be arranged.

I run my classroom in an open and inclusive manner. All thoughts and opinions are welcome, and the class will often have discussions that will allow students to share their own voices and viewpoints. I ask all students to respect the academic environment and all class participants.

### Due Dates

All due dates for the semester are listed on the Assignment Schedule and are final. Generally, no late work is accepted. Certain circumstances can change that, so please discuss any issues you have with the deadlines and due dates. Most assignments will

be submitted through our D2L classroom. All due dates are listed in Central Standard time.

### **Work Submission**

All coursework for this class will be submitted digitally, in our D2L “classroom.” Please take some time to review it all.

Weekly questions and other work should be submitted in a Word Document, or a PDF. They are the most compatible with D2L.

### **Speech Recording**

All of your speeches will need to be recorded and uploaded to YouTube, or recorded and submitted to me through a Zoom link or Kaltura. There will be more information shared about this process on D2L.

### **Discussions**

The discussions feature on D2L will be utilized in a variety of ways throughout the semester. Here you will have the ability to connect with the instructor and other students in the class. You will also have the opportunity to ask questions and present speech examples for the other students in the class.

### **AI Policy**

All coursework for this class must be original and unique, created by each individual student. Use of generative AI is not allowed, and is considered plagiarism. AI can be a useful tool to improve one’s writing and generate ideas, but should never be the basis for any work submitted for a grade.

### **Late Work**

As stated above, late work is not generally accepted. If you have an issue with a specific due date, please email me.

### **Class Cancellations**

Not applicable for an online course.

## **Course Structure**

This course will be facilitated through material posted on D2L Brightspace. Our D2L website can be accessed through the Northland website or this direct link: <https://nctc.learn.minnstate.edu/d2l/login> Announcements will also be made through the D2L site. You will be expected to finish any readings and review any resources that are listed on the Assignment Schedule for each class week.

## Other Information

### Content Advisories

You may be asked to conduct peer review sessions with other students in the class, and the content of their work may be upsetting or emotionally powerful. Please respect all students and their experiences and opinions.

### How to Help Yourself Be Successful

Learning how to learn effectively is a skill unto itself! To get the most out of our course learning experience, I recommend the following:

- If possible be fully present and engaged.
- Take notes on what you read, either directly in the book or somewhere else, and jot down all your questions.
- Test yourself on what you have read by trying to summarize key points without looking back at the text.
- Ask questions!
- **Personal Electronics Policy:** I do not tolerate cell phones, or other electronic devices, inside the classroom during class time. You should always have your cell phone silenced and put away during class time. Please refrain from using or checking your phone during class time. Students are expected to be responsible with electronics in the classroom. The primary negative issue with phones, laptops, etc., is that they are extremely distracting to people around whoever is using them, and the user is generally too absorbed in the device to be mindful of this distraction.

Recent research is showing that multitasking on electronics in class has negative effects for both the multitasker and the students nearby; also, even the presence of an unused phone sitting on the desk during class can distract people nearby.

If you choose to use any personal electronics during class time you will be asked to leave and be counted absent. Additionally, you will lose any points associated with that day's class.

Some class activities will allow you to use your smartphones, laptops, and/or tablets. During this time I ask that you remain on task with the class and do not abuse the access allowed to your devices.

You should apply the same concept to your online course work.

## NCTC Information and Resources

### Student Handbook Link

The handbook contains the policies and procedures that relate to many aspects of your life as a student at Northland. Whether you study on campus or online, membership in the Northland community brings the responsibility of becoming familiar with these policies.

<https://www.northlandcollege.edu/students/student-handbook/>

### Academic Accommodations

Northland Community & Technical College is committed to providing equitable access to learning opportunities for all students. If you are a student with a short-term or long-term disability and need reasonable accommodation to participate in class and complete course requirements, contact the Academic Success Center (ASC) as soon as possible. The ASC works with students confidentially and does not disclose any disability-related information without their permission. For further information about services for students with disabilities, contact the ASC at 218-683-8561 or visit office 205 on the Thief River Falls campus or 580D on the East Grand Forks campus.

Chris Fossum, Accommodations Specialist

[Chris.Fossum@northlandcollege.edu](mailto:Chris.Fossum@northlandcollege.edu)

218-686-8564

### Tutoring

The Academic Success Center offers tutoring to all Northland students free of charge. Tutors work in office suite 205 on the Thief River Falls campus, offices 578, 579, and 580 on the East Grand Forks campus, or online via Zoom. Students can register for a tutor account here: <https://northlandcollege.mywconline.com/>

### Basic Needs Statement

Students encountering difficulties in meeting their fundamental needs are encouraged to connect with Northland staff and instructors. These essential needs may include housing, mental and physical well-being, food insecurity, safety, and financial issues. Beyond the familiar faces you regularly encounter, Northland offers the support of a

Dean of Students and a Counselor. We strongly encourage you to reach out to someone at Northland; we are here to assist you.

Counselor, Rebecca Johnson 218-683-8543  
Dean of Student Success, Sara Johnson 218-683-8560

<https://www.northlandcollege.edu/students/student-basic-needs/>  
<https://www.northlandcollege.edu/about/offices/counseling-services/>

## Diversity Statement

It is an integral part of Northland Community & Technical College's mission to acknowledge, understand, value, and celebrate the diverse heritage, cultures, and individuals within our learning environment and communities. The college views diversity as an essential component of the educational experience of our students. Diversity is an indicator of our success in adapting to the dramatic demographic shifts that will occur in the decades ahead.

## Mental Health Statement

Students may experience stressors that impact their personal well-being and academic success. Northland students have access to counseling services via the Northland counselor and can utilize these services for mental health support, academic support, career development guidance, and much more. For more information on these services, visit <https://www.northlandcollege.edu/about/offices/counseling-services/>. Students seeking immediate mental health support should contact the mental health support line at 9-8-8.

## Academic Dishonesty Statement

**Policy 3072:** Academic dishonesty refers to misconduct related to academic assignments or examinations, plagiarizing or other misconduct directly related to the academic learning experience. Plagiarism is the unacknowledged use of another person's work (either word for word or in the substance of an idea) as one's own work. Plagiarism, cheating, and possession and/or distribution of un-administered examinations may be handled as a scholastic matter (i.e., failing the assignment and/or the course) or as a disciplinary matter in accordance with the Student Code of Conduct. Academic dishonesty or cheating includes, but is not limited to:

- Copying from another student's test paper and/or collaborating during a test with any other person by giving or receiving information without authority; using materials during a test not authorized by the instructor.
- Stealing, buying, or otherwise obtaining all or part of an un-administered test or information about said test.

- Selling, giving, or otherwise supplying to another student for use in fulfilling an academic requirement, any theme, report, term paper, painting, drawing, sculpture, or other work of art; or submitting as one's own, in fulfillment of an academic requirement, any theme, report, term paper, essay, or other written work, painting, drawing, sculpture, or other work prepared totally or in part by another.
- Submitting nearly identical work that one has previously offered for credit in another course, without prior approval by the instructor.

Reports of academic dishonesty are filed with and reviewed by the designated Academic Affairs Administrator in accordance with Procedure 3072P.