



# ORAL COMMUNICATION

**Instructor: Mrs. Sarah Sone**

**Room: 1405**

**Website: [fhsoralcomm.net](http://fhsoralcomm.net)**

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479-444-3050, FHS Office

**Course Description:** Oral Communication is a semester long course designed to help you become a better communicator. We will be studying everything from what communication is to preparing and performing public presentations.

## **General Objectives:**

- Students will define communication.
- Students will gain an understanding of all facets of successful interpersonal communication.
- Students will use their experiences throughout this course to deliver successful public presentations.

## **Major Speech Presentations:**

- “All About Me” Speech
- Group Research & Presentation Project
- Oral Interpretation Presentation
- Informative Speech
- Persuasive Speech
- Demonstration Speech

## **Classroom Expectations:**

- Be prepared. Always come to class prepared to work.
- Be respectful. This includes respecting both people and things.
- Be responsible. For your learning, attendance, and actions.
- Be positive. About your abilities and others’ abilities.

## **Supplies:**

- You will need a **one-subject spiral notebook** that is dedicated to Oral Comm. It will live in the classroom most days. You will also need a **writing utensil**.
- There will be no text book handed out for this course. We will be using PowerPoints, videos and hand-outs for taking notes.
- You are required to supply your own **note cards** for speeches.
- A jump drive is required for students who use electronic visual aids.

### **Grading:**

- Mrs. Sone uses a total point system for grading: the more points an assignment is worth, the more it will affect your grade!
- Some gradebook hints: a “Z” means work has not been turned in yet, but still can earn credit; a “0” means the student made no effort to do the assignment and can earn no credit; an “X” means the student is excused from the assignment.

**Make-up and Late Work:** As high school students, you are expected to be responsible when it comes to your assignments. It is your responsibility to retrieve any missing work from our class web page or from the teacher after an absence. You must make an appointment to make up tests or quizzes either during advisory or before or after school.

### **Speech Policy: Not doing a speech is NOT AN OPTION in this class.**

If you refuse to give your speech, your action will be considered insubordination and disciplinary actions will occur. Speeches are assigned at least a week in advance, and students who utilize their class time appropriately have plenty of time to prepare their speech in class.

Consequences for not giving a speech are as follows:

1. **Not giving a speech is NOT AN OPTION.** This is your warning.
2. A student who refuses to give their speech, will be required to come to my classroom during A&E, to give their speech to students and staff for a 10% grade penalty. I will notify the student’s parent or guardian when this occurs, as well as the student’s advisory teacher. I MUST be notified through email if the student will be absent for their make-up prior to the A&E Day for which it has been assigned.
3. If the student does not show up during the assigned A&E without advanced notice, the student will be assigned Saturday School per FHS Student Handbook policy

**Attendance/ Tardiness Policy:** Please check the handbook for information regarding absences and tardiness. It is, however, to the student’s benefit to be in class as often as possible. A lot of graded work in Oral Communication is done in class and in groups.

**BYOD:** With the district BYOD policy, there may be times when it is appropriate to use technology for educational purposes in the classroom. Electronic devices will only be allowed under teacher direction.

### **Hints for Success:**

- Have a positive attitude.
- Success in this class is only possible if you choose to participate in class activities including individual speeches.
- Always attempt the assignment or project.
- Come to class with materials and completed work.
- Don’t be afraid to ask questions.
- Do not wait until the end of the semester to get help.

**Sone’s Oral Communication Class Contract**

As a student in Mrs. Sone’s Oral Communication class, I have read and do understand the classroom policies. I understand that I need an oral communication credit in order to graduate from high school. I understand that NOT giving my speeches is the quickest way to fail this course. I will participate in all activities and give my best effort on all assignments.

Student (printed name): \_\_\_\_\_

Student (signature): \_\_\_\_\_

Date: \_\_\_\_\_

As a parent or guardian of a student in Mrs. Sone’s Oral Communication class, I have read and do understand the classroom policies. I understand that every student needs an oral communication credit in order to graduate from high school. I agree to support both the student and teacher efforts to ensure successful completion of this course.

Parent/Guardian (printed name): \_\_\_\_\_

Parent/Guardian (signature): \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian: Please provide me with the best contact information to reach you if necessary:

\_\_\_\_\_

Sign and return this page