Hello everyone enrolled in Speech 101, Hybrid, winter 2010; section numbers: 7407 & 7405.

My name is Duane Smith, and I am looking forward to working with you all this winter.

A few things:

1) **Just to clarify, Hybrid “means a mixture of.”**

So for our purposes this class is a mixture of time spent in class, and online. Rather than coming to class 4 days a week, you will only come to class 2 days a week. We are essentially employing technology (the internet) to manage our time more efficiently so you don’t physically need to be in a classroom as much as you would in a traditional class. This however, means that you must have regular and reliable internet access and great time management skills.

2) **Since we are only meeting 2 days a week, for only 5 weeks, timely attendance is crucial to the success of our class, and mandatory for your grade.** We cannot have public presentations without a public...a **timely public.**

a. If you miss a class, including the first day – you will be dropped. We are only having a total of 10 classes. If you miss even one class meeting that is 10% of the class.

b. Each time you come to class late, your letter grade will drop 5%. Public Speaking is the number one fear in life; and therefore, it is my priority to create a comfortable and supportive environment for you the speakers. People coming in late are disruptive and disrespectful to whoever is on stage speaking. So PLEASE, come on time, or wait for the break to enter the
class. There will usually be a break an hour after class begins. If you wait until the break to enter the room, you will not be held accountable for being late...but if you interrupt the class after it has begun, your grade will drop 5%.

3) The best way to communicate with me always is e-mail: smithdw@lavc.edu Always label your e-mails “Winter Speech.” This will insure that, I will make you a priority.

4) Mandatory books, both are available in the LAVC bookstore:

a. “Empowering Speech,” Smith

This is a workbook we will use everyday in class starting on day one!


This is a text book, you will use only for outside of class reading and test preparation. This is a must for insuring a strong grade on the final exam.

5) Class work load:

I wish there was a way to candy coat it...but there is not! We will be doing an entire semester of work in only 5 weeks, meeting only a total of 10 times. A regular semester hybrid-class works for 16 weeks, and meets a total of 16 times. Most of what you must do in this class to earn your grade will require you have the discipline and time management skills to work diligently on your own. We have a great deal of work to be accomplished in only 5 weeks...and the calendar never stops moving!
6) Tentative plan for the class:

Speech 101, Hybrid, Winter 2010

Week 1
January 5, Tuesday Business; Names; What is your Culture?

January 7, Thursday Cultural Narrative Speeches Speech #1

Week 2
January 12, Tuesday Lecture #1
January 14, Thursday Lecture #2; Inf. & Per. Speeches Assigned

Week 3
January 19, Tuesday Informative Speeches Speech #2
January 21, Thursday Informative Speeches

Week 4
January 26, Tuesday Return Informative Speeches; Persuasive Review
January 28, Thursday Persuasive Speeches Speech #3

Week 5
February 2, Tuesday Persuasive Speeches

February 4, Thursday Final

I hope you all finish your fall semesters strong and have a restful holiday break.

See you soon
Duane