Dear Students,

Welcome to my speech class! I hope that this class helps you to improve your organizational skills, listening skills, discussion skills and analytical skills. I also hope that this class improves your ability to positively contribute to a team, improves your public speaking ability and improves your overall confidence. You will be required to use technology, to create outlines and to present formal and informal speeches. We will work hard & we will have some fun! As always, I look forward to teaching you as well as learning from you this year and feel that with common goals & respect, we can have a successful class.

 Sincerely,

 Scott Ferguson

 jferguson@wcpss.net / ApexFerg.weebly.com

**Expectations**:

1. Have respect for yourself and others. Be attentive (no heads on desks) & respectful to the speaker.

2. Visits to the restroom should be made before and after class. You get 3 bathroom/water visits per quarter.

3. Turn in all work on time. Note: Late work is 10-point deduction per day.

4. It is the responsibility of the student to initiate make-up work immediately. Since presentations are

assigned at least a week in advance, interim absences do not affect the due dates. Students should check the weebly site for missing assignments.

5. Students are not allowed to alter the settings of any school computer.

6. All electronic communication devices should be off your desk and on the “off” setting. Students who

have communication devices on the “on” position will have those devices confiscated according to school policy. You are **not** allowed to take phones out between presentations.

7. Students who are working on work from another class will have it confiscated.

8. Students must laugh at the teacher’s jokes.

9. Students are expected to follow any school and county policies (tardies etc).

**Quarter Grades**: All presentation grades are averaged together equally.

*Note*: 10 points will be deducted per-day for speeches turned in late or for unexcused absences.

*Note*: There are point deductions for not meeting the time range requested for each speech

**ApexFerg.weebly.com:**  On the website you will find all documents, assignments, due dates, & rubrics that you will need and they will usually be posted for at least two weeks ahead of the current school week. If a student is absent, he/she is expected to use the website to keep up with assignments.

**Homework / Class Participation**: “Homework/ Class Participation” counts a major grade. Each person will begin each quarter with a 100 points in the homework / participation category. Each missing assignment / failure to participate will cause up to a 10-point deduction in the homework category. Failure to adequately participate when we have in class activities by meeting “the spirit of the assignment” in activities such as Speech Rehearsals &“2-minute drills” will result in deductions in this category. Also, part of your class participation grade comes from being an ideal audience member. Therefore, if you aren’t paying attention during a classmate’s speech or if you have an unexcused absence during your classmates’ speeches, you’ll lose points.

**Unexcused Absences**: Since this is a participatory class, unexcused absences will cause daily point deductions. For example, if you have an unexcused absence on the day that we are rehearsing, you will lose points for not having your outline and you will lose points class participation points. If you have an unexcused absence the day that we start presenting, you will have points deducted from your speech grade for each day until you return.

# **Supplies**

- A flash drive or Google Drive Account

- Index Cards (Any Size) for you to use during your speeches

- A big ole’can of “Good Attitude” that you bring to class each day.

**Printing Assignments**: All assignments are due on their due date at the beginning of class and they should be printed **before** coming to class. You will **not** be allowed to come to class on the due date and print your assignment without taking a deduction. Plan ahead.

**Preparation & Outlines Needed For Each Speech:**

Along with the rubric, for each speech you must turn in a typed copy of the speech **or** a detailed There are examples on my weebly site for reference.

You will need your own note cards for each presentation while I have separate copy of your outline.

**Honor Code**: The honor code that I apply to my classroom is the same one that is used at the United States Air Force Academy. The honor code states:

 “***I will not lie, steal, or cheat, nor tolerate among us anyone who does.***”

This code applies to all obvious and common sense situations. It also specifically to the information you present in your speeches. Unless you verbally give credit to the speaker/author in your speech, I expect all content in your speeches to be your own words. Do NOT simply cut and paste info. from various websites and read that information. That is plagiarism. Unless you cite a direct quotation from your research, the words you use in your presentations must be your own. You must cite sources that you use within your speech. Failure to follow these requirements will result in a point deduction or no credit for the assignment.

**Practice Dates:**

The day before each presentation date, you are required to bring a completed outline to class (no in-class printing) and you are required to rehearse your speech in small groups. Also, while in the small groups, you will be required to give thoughtful feedback to each speaker in your group. Failure to do any of this will result in point deductions for class participation.

**Technology Expectations** :

You will be expected to use technology for most of the presentations (any exceptions will be noted). Prior to the due date, make sure your technology will work on our school computers and wifi.

**Appropriate Decorum in Presentations**: Any inappropriate language or topics in any speeches or videos, will result in a minimum of a 30-point deduction for that speech.

***To the Parent and the Student***: Please note that a copy of this sheet is on ApexFerg.weebly.com. Please sign and return this sheet stating your support of the classroom policies and procedures as well as my class honor code: “***I will not lie, steal, or cheat, nor tolerate among us anyone who does.***”

Student’s Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Legibly Printed Guardian Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Are there any** **IEP / 504 / Medical Concerns / Allergies of which I need to be aware?**

 **Yes\_\_\_\_\_\_\_\_\_\_\_\_ No\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If yes, please explain them here or please email me specifically at** **JFerguson@wcpss.net** **:**