

**JACKSON STATE UNIVERSITY**  
**College of Liberal Arts**  
**Department of Speech Communication**  
**Speech 215- Training the Speaking Voice**  
**Dr. Mark G. Henderson**

***“Good Speech, well-spoken, will open more doors for you than a college degree;  
Bad Speech will close doors you never knew existed.”***

**General Information**

**Office Location:** #100 McCoy (Main Office)

**Telephone:** 979-2872 (direct to office)  
979-2426 (Department of Speech Communication)  
Email: [mark.g.henderson@jsums.edu](mailto:mark.g.henderson@jsums.edu)

**Proposed Office Hours:**

Monday-Wednesday-Friday 1:00-5:00 p.m.

**All others by appointment only**

**Required Text:** Voice and Diction.

**WHAT WILL A COURSE LIKE THIS DO FOR YOU?**

A few of you are enrolled in this course out of your desire to improve your speaking voice. Most of you are enrolled because it is required. In either case, we believe there are excellent reasons for all of you to be here. As college students, you may be planning a career that will involve social and professional contact with others, your speech should be as clear as possible. The better you can be understood, the more effective you will be in meeting and influencing others. Consequently, taking this class will improve your chances of reaching your personal, social, and professional goals.

**WHAT WILL HAPPEN IN THIS COURSE?**

First, you will need to learn how speech is produced. You will analyze your own speaking habits, and more than likely, discover one or more that need improvement. When you have devoted enough time and effort to study and practice, you should be able to:

1. Explain how sound is produced.
2. Describe the attributes of an effective voice.
3. Utilize the sounds and stress patterns of the Standard American English dialect.
4. Explain the mechanisms of speech and how they work.
5. Increase the strength and flexibility of your voice, that is, you will be able to control its volume to suit any speaking situations.
6. Master breathing skills to reduce fatigue when talking for long periods of time.
7. Improve the resonance of your voice; that is, you will develop a richer, fuller tone quality.
8. Demonstrate clear articulate speech.

## COURSE POLICIES AND PROCEDURES

1. **Attendance.** Regular attendance is required. You need to be present to learn and practice skills introduced in class. A student's final grade will be reduced by **one letter grade** after three absences; the student will receive a grade of **F** after seven absences. This means that you have been absent too many times to maintain continuity in improvement. **THERE ARE NO EXCUSED ABSENCES.** When you are absent, please do not bring me a doctor's note, an obituary, or any other information in hopes of excusing an absence. Notice that you are given three free absences for situations for which you really have an emergency or sickness. Don't use those "freebies" for blowing off the class and then come to me later (after you have gone over the limit) when you are really sick or have an emergency and expect an excuse. In short, please don't take advantage of your "freebies".

Please arrive to class on time. Tardiness is unprofessional and is not fair to me or to your classmates. You will have missed class if you are not there for the entire class period. That is, staying for only half the class, coming in 5-10 minutes before the end of class, or consistently coming in 5-10 minutes late does not mean that you attended. 3 Tardies equal one absence. If you come in after roll has been called, it is your responsibility to let the instructor know at the end of that particular class. Moreover, do not expect me to cover any missed material.

2. **Late Examinations/Missed Word Lists.** If you miss an examination/word list and are allowed to make it up, you must make it up within a reasonable time (normally 1 week or less). All arrangements for missing an examination/word list must be made **prior** to the time it is scheduled. If such arrangements are not made, then no make-up will be given and you will receive a zero for that examination.

3. **Classroom Civility**

There are certain basic standards of classroom civility that should be adhered to, particularly in a communication course. Civility does not eliminate appropriate humor, enjoyment, or other features of a comfortable and pleasant classroom community. Classroom civility does, however, include the following:

1. Displaying respect for all members of the classroom community, both your instructor and fellow students.
2. Attentiveness to and participation in lectures, group activities, workshops, and other classroom exercises.
3. Avoidance of unnecessary disruptions during class such as private conversations, reading campus or any type of newspaper, and doing work for other classes.
4. Avoidance of racist, sexist, homophobic, or other negative language that

may unnecessarily exclude members of our campus and classroom community.

5. These features of classroom civility do not comprise an exhaustive list. Rather, they represent the minimal sort of behaviors that help to make the classroom a pleasant place for all concerned.

**PLEASE!!!!!!**

**TURN OFF ALL CELLULAR TELEPHONES DURING CLASS TIME, AS IT CAN BE DISRUPTIVE TO THE DISSEMINATION OF INFORMATION!**  
**DO NOT ENTER OR EXIT THE ROOM WHEN OTHERS ARE AT THE PODIUM SPEAKING!**

**CRITERIA FOR EVALUATIONS**

- |    |   |
|----|---|
| 1. | Daily<br>Motivational<br>Reading        |
| 2. | 100<br>Word Lists<br>6@ 100 each        |
| 3. | 600<br>Tongue<br>Twisters               |
| 4. | 100<br>Tests/Quizzes<br>10@<br>100 each |
|    | 1000                                    |

**TOTAL**

**1900**

**900-1000 = A**

**820-899= B**

**730-819= C**

**NOTE THAT A GRADE OF “D” WILL NOT BE GIVEN!!**