Welcome to COMS 105, the Online Hybrid version of Public Speaking. I am Adam Kaminsky, the instructor for this course and I look forward to meeting you at the first class on Monday, April 13th at 5:30 P.M. I would like to go over some important information that will contribute to your overall success in the class, and also help you prepare for some of the challenges presented by an online course. Failure to attend the first day of the class will result in an automatic drop, regardless of circumstances.

**Course Information:**
Your attendance at the first class meeting and all of other Thursday meetings is mandatory to successfully pass the course. Vacation plans or work commitments will prevent you from being allowed to remain in the course, so please make sure your calendar is cleared. Your participation grade and your ability to be successful would be impacted greatly if any portion of a class is missed.

At the first class meeting I will provide you with a complete syllabus which will explain the course and its requirements. We will also begin discussion, lecture, and fine tuning our public speaking skills that day.

The dates for all face to face classes are: April 13th, April 20th, April 27th, May 4th, May 11th, and June 1st. This class meets only 6 times, therefore you may NOT miss class, arrive late, or leave early. Basically, the first and second meetings will be a “crash course” in communication and public speaking, focusing on organization, supporting material, delivery, and visual aids. Speeches will be presented at the subsequent class meetings. You will have 2 exams and the format of these will be discussed at our first class session.

**Course Materials and Technical Requirements:**
Textbook and Access code information, including costs:
*The access code to the mycommlab version of the text is mandatory.

Course Management System Information: This course uses BlackBoard as the official course learning management system. Students may access the course through BlackBoard by clicking on the following link: [https://bb9.canyons.edu/webapps/login/](https://bb9.canyons.edu/webapps/login/)

**Useful Links:**

DSPS Information: Students with disabilities who require alternative testing and/or accommodations are required to submit official COC DSP&S department documentation to the course instructor.
Official DSP&S accommodation documentation may be submitted to the instructor through email at Kaminsky.adam@gmail.com

**Computer Requirements:**

- INTERNET CONNECTION
- If you use a PC: Recommended System - Pentium 200 Mhz or faster with Windows 95, 98, 2000, NT, or XP; 64 MB RAM and a sound card.
- If you use a MAC: Recommended System – PowerPC 200 Mhz or faster with MAC OS 8.1 or later and 64 MB RAM.
- If you do not have the minimum system requirements at home, any College of the Canyons computer lab can be used.

**The Uniqueness of Online Learning:**

Though an online class has greater flexibility when it comes to how you allocate your time, this class will require the same time commitment that any traditional class would. In fact, the online class poses challenges that may require more of your time if you are not experienced with the online setting. You will be required to read the textbook and write speech presentations in a very short period of time. You will need to be self-disciplined and able to work independently in order to maximize your success in this class. Therefore, your complete commitment is necessary in order to be successful.

I look forward to seeing you on June 19\textsuperscript{th}. If you have questions regarding our Distance Learning program, you may call the Distance Learning Department at (661) 362-3600 or visit the distance learning website at College of the canyons. I can be reached at Kaminsky.adam@gmail.com. Please give me 24 hours to respond before sending me a confirmation (reminder) email. The summer session is a fast paced “adrenaline shot” of public speaking that will empower you and help you to conquer any anxiety you may have.

Respectfully,

Adam Kaminsky  
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College of the Canyons  
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