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| \*The instructor reserves the right to change due dates. If changes are made, students will be notified via an announcement in canvas. |
| **WEEK** | **ASSIGNMENT** |
| Week #11/21 to 1/26 | * Orientation to Class–Syllabus, Course Calendar, Expectations
* Chapters 1 & 2
 |
| Week #21/27 to 2/2 | * Chapters 3-7
 |
| Week#3 2/3 to 2/9 | * Speech One: How-To (100 pts)
* Self-Evaluation (10 pts)
 |
| Week #42/10 to 2/16 | * Chapters 8-10
* Library Tour
* One-on-one meetings (25 pts)
 |
| Week#52/17 to 2/23 | * Chapters 11-13
* Library Assignment due (50 pts)

\*\*One-on-One Meetings will continue this week. |
| Week#62/24 to 3/1 | * Speech #2: Tribute Speech (100 pts)
* Self-Evaluation (10 pts)

\*\*One-on-one meetings will conclude this week.  |
| Week#73/2 to 3/8 | * Midterm Exam (100 pts)
 |
| 3/9 to 3/15 | **SPRING BREAK** |
| Week#83/16 TO 3/22  | * Chapters 16-18
 |
| Week#93/23 TO 3/29 | * Chapters 19-22
 |
| Week#103/30 to 4/5 | * Speech #3: Informative Speech (100 points)
* Self-Evaluation (10 pts)
 |
| Week#114/6 to 4/12 | * **Chapters 23-25**
 |
| Week#124/13 to 4/19 | * Chapters 27 & 28
 |
| Week#134/20 to 4/26 | * Speech #4: Individual MMS Speech (100 points)
* Self-Evaluation (10 pts)
 |
| Week#144/27 to 5/3 | * Group Project Work Week
* Group-Instructor Meetings (25 pts)

\*\*Class will meet in the computer lab. |
| Week#155/4 to 5/10 | * Group Project Presentation due (200 pts)
 |
| Week #165/11 to 5/13 | * Final Exam: All Chapters (100 pts)
* Final Assessment Assignment (10pts)
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|  | **Participation (50 points)****\*\*Points are earned by participating in class discussions and in-class activities.** |