

**Communication 2 Interpersonal Communication 59135**

**Syllabus Fall 2014**

Instructor: Nicole Cooper

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Class time: MW 12:00 a.m. to 12:50 a.m. LFS A

Office hours: 11 a.m. – 12 p.m. Soc 37

**Required Materials:**

-Adler, R. B. & Proctor 2, R. F. (2011). *Looking out, looking in*. (13th ed.).

- 882-E Scantrons

-Recommended Materials: MLA/APA Style Guide

**Course Description:**

Interpersonal communication is designed to increase understanding and implementation of

effective interpersonal communication behaviors and skills. This course will examine basic

practical everyday communicative interaction; behavioral aspects of interpersonal

communication, self-concept, perception, listening, nonverbal communication, conflict,

language, gender and cultural differences will be emphasized. Students will engage in both

group communication and the development of oral presentations.

**Course Outcomes:**

Upon completion of this course, students will be able to:

1. Identify and apply effective communication strategies within the context of various

relationships.

2. Construct and deliver dynamic and competent presentations that are adapted to the purpose

and audience.

3. Utilize research materials that incorporate sufficient, credible, and relevant evidence.

4. Choose appropriate organizational patterns.

5. Analyze the effectiveness of communication through constructive critique.

**Course Objectives:**

In the process of completing this course, students will:

1. Demonstrate an ability to work effectively with other students in the completion of specific

projects.

2. Explore at least one area of interpersonal communication in depth.

3. Evaluate various communication situations for effectiveness.

4. Evaluate their own communication patterns.

5. Read and discuss summaries of the research related to interpersonal communication

effectiveness.

6. Develop skill in extemporaneous speaking, students will present a minimum of three speeches in front of an audience.

7. Explore interpersonal conflict management strategies.

8. Listen to others effectively, attending to both factual and emotional information while providing appropriate feedback.

**Classroom Deportment**: Each student is expected to respect the rights of the other students in the class and the instructor. The exploration of controversial ideas is an essential component of this class. Students who do not behave in a respectful manner will be asked to drop the class. When presentations are in progress students arriving late are to stay outside until the presentation is complete. Interrupting a presentation for any reason other than a severe emergency is inconsiderate and will not be tolerated. Cell phones, and pagers should be turned off before coming to class. Students will receive one warning and then be asked to leave the classroom. If deported from the classroom it will count as one of your unexcused absences.

**Student Rights:** So that students are fully aware of their rights and responsibilities they are encouraged to become familiar with the “Campus Policies” section of the Schedule of Courses. This material includes information regarding cheating and plagiarism, disruptive classroom behavior, and other instructional issues. Students with disabilities should identify themselves so that appropriate accommodations can be made.

**Changes to Syllabus:** The instructor reserves the right to make changes to this syllabus and to the class calendar if extenuating circumstances arise. This right extends to assignments, evaluations, and all other aspects of the course. Denying that you have heard an oral assignment change or evaluation process change is not a basis for appealing the information contained in this syllabus.

**Plagiarism:** Plagiarism and cheating will not be tolerated in this class. Any student found to plagiarize, fabricate or otherwise submit dishonest work will automatically receive an F for the

assignment. This policy will apply regardless of the magnitude of the offense (i.e., how much

is plagiarized or fabricated) or the studentʼs intent (i.e., whether the offense is deliberate or a

mistake). I pursue any hint of plagiarism or fabrication that I detect in your work. If youʼre not

sure about something youʼre using in your writing/speech, or whether/how to attribute

information, always ask. It is very important to note that plagiarism regulations are not limited

to written assignments, but also extend to oral presentations.

Assignments: More information will be given about these assignments in class.

|  |  |  |
| --- | --- | --- |
| Assignment | Points available | Your score |
| Introduction Speeches | Credit/no credit |  |
| Self-Concept Assignment Presentation 75 Hat 15 Outline 20 | 110 |  |
| Children’s Book Assignments Ceremonial Speech 70 Individual Outline 30 Reflection 30 | 130 |  |
| Movie Analysis Group Assignment Individual 80 Group 40 Individual Outline 10 Individual References 10 Peer Evaluation 50 | 190 |  |
| Dyad Presentation  | 50 |  |
| Relationship Term Paper Rough draft 20 Final paper 130 | 150 |  |
| Peer Evaluations (7 @ 10 points each) | 70 |  |
| Quizzes (4 @ 50 points each) | 200 |  |
| Online Activities (10 @ 10 point each) | 100 |  |
| Total Points Possible | 1000 |  |

Grading Scale

The instructor reserves the right to increase points for students who are on the margin; this will be done on the basis of attitude and participation throughout the semester and is solely at the discretion of the instructor.

900-1000 = A

800-899 = B

700-799 = C

600-699 = D

599 or less = F

**Attendance Policy and Participation Points**: Attendance will be taken based on in class activities. Each week there will be some kind of activity in class that you will earn points for. If you are late to class but still make it for a portion of the activity you will earn half credit. If you are late and completely miss the activity you will earn a 0 for that day. Attendance is solely based on in class activities. Since it is based on in class activities there are no make-ups. If you know you are going to miss ahead of time for a verifiable excused absence then the instructor can arrange a supplemental assignment. The instructor MUST be notified at least a week before the absence. Supplemental assignments will only be administered before the due date, not after. It is your responsibility to make arrangements with the instructor in advance.

It is your responsibility to keep track of your grade including assignments in class. At any time during the semester you may check blackboard to see where you stand. If you are absent it is your responsibility to find out all announcements made during your absence. PLEASE do not approach the professor and ask, “What did I miss?” Instead, make an effort to go to her office hours or ask another student for missed assignments/announcements.In class group activities CANNOT be made up. Missing class during any graded in class activity will result in lower points.

Please note that work schedules, lost keys, car trouble, parking trouble, or vacations are not excused absences. If however you know in advance that you will be absent please inform the instructor so that accommodations can be made for speeches or quizzes prior to your absence. Also understand that notifying the instructor does not excuse the absence.

Late and Missed Assignments

I **will NOT accept any emailed, unstapled, or handwritten papers. I have a very strict policy on late work.**

ALL WORK IS DUE AT THE BEGINNING OF THE CLASS – DO NOT COME IN LATE AND ASSUME I WILL ACCEPT YOUR WORK.

**Speeches:** This class fulfills the oral component for general education requirements. I take this very seriously. Students who miss a speech will only be able to earn a D in the course overall. Mathematically students who miss a speech would have a difficult time passing this course. If you are more than 15 minutes late on the day you are scheduled to speak you will not be allowed to give your speech. Keep this in mind and do all four of the graded speeches.

**Group Presentation**: Group members absent on the day of presentations will receive a 0 unless some arrangement has been made with me in advance. The group however, must go on without the absent member. I do not allow any late speeches. If your group is unable to present on your assigned date your entire group will be given a 0 on that assignment.

**Quizzes**: There will be four 50 point quizzes. You will need a scantron 882-E for these. They will include but not be limited to multiple choice, true and false, and matching questions. Quizzes will begin at the beginning of class. Once the first student is done with the quiz no one else will be allowed to take it.

**Reflection Paper/Term Paper:** Papers must be typed and be in APA format style I will not accept emailed papers and do not come to class with your disk complaining you were “UNABLE” to print the file. Plan ahead and be responsible for your work. Remember this is college not high school – all submitted papers MUST be typed, stapled and submitted at the beginning of class the date they are due.

**Online Assignments:** Every week you will be required to complete online assignments, mostly discussion boards and quizzes to fulfill the hour online the course requires. All assignments will be loaded on Monday by 6 p.m. and must be completed by the following Sunday at 6 p.m.

**Additional Point Assignments**: On rare occasions extra credit assignments may arise. They will be briefly announced in class and written on the board. It is the students responsibility to find out more information from the instructor and to have them turned in by the deadline. Extra credit is not to take the place of other work. It will only be accepted from those students who have submitted and attempted all assignments. Students with excessive absences will not be allowed to submit any extra credit. Students who miss a speech cannot submit any extra credit.

I am willing to look at your work and give you feedback as long as you get it to me at least 3 full days before it is due.

**COMM. 2 – Spring 2013**

The schedule may change at the discretion of the instructor.

*Note: Students should read the scheduled chapter for the class* ***before*** *they come to class.*

**Week Topic ` Required Reading**

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| --- | --- | --- |
| 8/11 | Course Introduction, Syllabus, and introduction speechesInterpersonal Communication | Chapter 1Discussion Board |
| 8/18 | Communication and identityAssign self concept speechCommunication and Identity | Chapter 2Discussion Board |
| 8/25 | Perception**Quiz 1 (Ch. 1, 2, & 3) online** | Chapter 3Discussion Board |
| 9/1 | No Class Monday 9/1Emotions | Chapter 4Discussion Board |
| 9/8 | LanguageOutlining and Organizing my Speech | Chapter 5 |
| 9/15 | **Quiz 2 (Ch. 4 & 5) online****Self Concept Presentations** | **Outlines Due 9/15** |
| 9/22 | **Self Concept Presentations** |  |
| 9/29 | Assign Groups and group movie presentationNonverbal CommunicationDelivery | **Reflection Paper Due 9/29**Chapter 6Discussion Board |
| 10/6 | Term paper WorkshopListening | **Term Paper Rough Draft Due 10/6**Chapter 7Discussion Board |
| 10/13 | Listening and Relational Dynamics | Chapter 7 & 8**Term Paper Due 10/13**Discussion Board |
| 10/20 | **Quiz 3: (Ch. 6, 7, & 8) Online****Group Movie Presentations** | **Outlines Due 10/20** |
| 10/27 | **Group Movie Presentations** |  |
| 11/3 | Children’s Book Speeches AssignedIntimacy and Distance in relational communication | **Peer Evaluation Due 11/3**Chapter 10Discussion Board |
| 11/10 | **Children’s Book Speeches** | **Outlines Due 11/10** |
| 11/17 | **Children’s Book Speeches** |  |
| 11/24 | Improving communication climates | Chapter 5Discussion Board |
| 12/1 | Interpersonal conflict**Quiz 4 (Ch. 5, 10, & 11) Online** | Chapter 11Discussion Board |

**Final Exam: Reflection Paper Due**

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| --- | --- | --- |
| MW 9:30 a.m. – 10:45 a.m. | TBA | 9:00 a.m. |