

***Fall 2022***

***Communication 8 – Group Communication***

**(#53141) TTH 2:00pm-3:15 SOC-36**

**Instructor:** Helen Chavez, M.A.

**Email Address:** Through Canvas Only

**Cell Number:** 559-702-6346

**Final Drop Date**: 10/07/2022 (F)

**Office Hours:**

Thursday (except holidays) at 3:45pm-4:45pm in the COMM LAB, Zoom or Cell

**OER TEXTBOOK: an-introduction-to-group-communication (1).pdf**

**(You will find the pdf in Canvas)**

Software Requirements:

* PC: Windows 11 or later.
* Mac: macOS 12.4 or later.
* Browser: The latest version of Google Chrome or Mozilla Firefox are preferred. Microsoft Edge and Safari are also compatible.
* [Adobe Acrobat Reader](https://get.adobe.com/reader/).
* Microsoft Office (Word and PowerPoint)

***COURSE DESCRIPTION & STUDENT LEARNING OUTCOMES***

***Course Description*:**

Group communication introduces students to how communication can be used as a vehicle for solving problems and making decisions imperative to successful social and professional interaction. Students will develop a conceptual understanding of small group principles and contexts, putting this knowledge into action through a variety of experiential activities. Students will study and practice theories, behaviors, and the process of group interactions. Students will construct and deliver informative and persuasive public presentations. ADVISORIES: English 1A or 1AH. (A, CSU-GE, UC, I) (C-ID COMM 140)

***Student Learning Outcomes*:**

1. Construct and deliver dynamic, competent, and ethical presentations adapted to the purpose and the audience.

2. Explain the principles of human communication by critically evaluating public speeches through constructive critique and self-analysis.

3. Identify and apply effective communication strategies grounded in group theories.

4. Utilize organizational patterns and research materials that incorporate sufficient, credible, and relevant evidence.

*Student Learning Outcomes are statements about what the discipline faculty hope you will be able to do at the end of the course.  This is NOT a guarantee: the ultimate responsibility for whether you will be able to do these things lies with you, the student.  In addition, the assessment of Student Learning Outcomes is done by the department in order to evaluate the program as a whole, and not to evaluate individual faculty performance.*

***COURSE REQUIREMENTS***

**Computer Access:**

You will be spending considerable time researching, collecting sound evidence, and communicating with your group members. You need to have access to a computer. You should also have a basic knowledge of Word and PowerPoint.

**Canvas:**

I use Announcements in Canvas to remind you about due dates and other important matters. Also, you will be able to find the course syllabus, course schedule, course documents, inbox/email and more. Please become familiar with Canvas as soon as possible.

***COURSE POLICIES***

**Syllabus Statement:**

If supports like extended testing time in an alternate location, audio books or note-taking assistance would be helpful to you, please contact Disabled Student Programs & Services (DSP&S) for an “interest” appointment. I believe the DSP&S staff will determine if you may have a qualifying condition. The DSP&S is located in the DSP&S Building on the Reedley College campus and can be reached by telephone at (559) 494-3032 or by TTY at (559) 638-0382.

**Accessibility Statement:**

This course is designed to maximize accessibility to the curriculum, assignments, and content. If any part of the class is not accessible to you (easy to use, obtain, or retrieve), please inform the instructor to discuss possible solutions and/or alternatives.​

**Changes to the Syllabus:**

The instructor reserves the right to make changes to the syllabus and the course schedule throughout the semester. Any changes made to the course syllabus or schedule will be done in the best interest for students. I will do my part and communicated changes, but it is also your responsibility to make sure you are informed about any changes that occur.

**Contact Policy:**

Student emails (use the inbox in Canvas and not the “reedleycollege.edu” inbox) are answered as soon as possible. I will respond to text messages everyday including nights, early mornings and weekends. I am happy to answer questions and give feedback as needed. Please let me know who you are and the class and the college you attend (I teach and work at other locations).

**Drop Date:**

Be advised that after the drop date you will be issued a letter grade “A” through “F” if you are still enrolled in class. It is your responsibility to drop. However, I might drop you from the course if you miss more than three nonconsecutive days/nights of class and/or you have not completed any assignments.

**Group Responsibility:**

It is essential that each group member take their responsibility seriously. Everyone needs to be aware a student cannot pass this class without a group. It is imperative that each group has rules, everyone in the group follows those rules and that you do your share of the work in order to avoid losing a group. Members of the group may remove unproductive, uncooperative members with proper documentation and with permission from the instructor.

The instructor also reserves the right to disband groups and place responsible members in the other groups or create new groups. I do not need a group’s permission. This action can be done at any time including right before a presentation. In addition, the instructor reserves the right to adjust responsible members’ presentation points. For example, the group may earn 90/100 points but a person or persons in the group may earn additional points; not everyone in the group may end up earning the same points on the same group assignment.

**NOTE**

The number one rule is YOU MUST PRESENT WITH YOUR GROUP; otherwise, you are an absentee presenter. There is a one-time makeup assignment for the absentee presenter; however, you will receive some points but not all the possible points.

**Attendance:**

Prep Days are mandatory for you and your group members to meet during class time. Group Presentations are also mandatory for everyone.

**Makeups, Late Work, Extra Credit, etc.:**

Late work will always result in a deduction of points even as much as half of the assignment’s worth. No work will be accepted a week past the due date (this does not include group presentations; group presentations are due on the scheduled day/night).

**FYI:**

It is your responsibility to monitor your progress in this course and to know when assignments are due. I am capable of making mistakes, so you need to be aware of dates, times, grade points, etc. Let me know of any errors and problems that might arise, so keep a watchful eye on Canvas especially the grade center.

***COURSE ASSIGNMENTS and POINTS***

**Assignments** ***point value***

1. Mini Group Presentations (Informative)
	1. Chapters 1-4 60
	2. Chapters 5-8 60
	3. Chapters 9-12 60
2. Class Notes: Mini Group Presentation
	1. Chapters 1-4 3x10=30
	2. Chapters 5-8 3x10=30
	3. Chapters 9-12 3x10=30
3. Full Group Presentations (Persuasive)
	1. Full Group Presentation #1 100

“What is Wrong with the World”

* 1. Full Group Presentation #2 140

How to solve “What is Wrong…”

1. Chapter and Group Reflection Papers 2x30=60
2. Full Group Presentation Feedback Papers 2x15=30
3. Comprehensive Examination 100
4. Participation 300

*Total Points* *1000*

**Readings (Mandatory):**

You are responsible for reading all the chapters in the OER textbook provided for you in Canvas.

**Mini Group Presentations (180pts):**

You along with others will inform and lecture on several chapters from the OER textbook. You can access the textbook in Canvas. Make sure to provide the instructor with a copy of the group outline the day/night of the presentation. Also, make sure to email the PowerPoint slides to the instructor by Canvas email

**Mini Group Presentation Class Notes (90pts):**

You will be required to turn-in the notes you took during the *Mini Group Presentations*. You may scan your notes, but typed notes are encouraged. I just need to be able to read and understand your notes. Write clearly! Submit in Canvas.

**Full Group Presentations (240pts)**:

Two presentations are designed to strengthen students’ understanding of the process of working in groups. The main objective is to persuade the audience. First, answer the question “What is wrong with the world?” Second, explain and prove how to solve “What is wrong with the world”

Group Outline must be submitted to the instructor the day of the assigned presentation (dates/schedules will be announced in class and posted in Canvas). You mustgive the instructor the group outline before presenting; otherwise, points will be deducted. All members’ work must be included.

Reference Page is required. These presentations are to be properly researched. APA style format is preferred. If you do not submit a reference page, points will be deducted, and again, all members’ work must be included.

**Group Presentation Reflection Papers (60):**

You will write a two, one-page papers after each of the *Group Presentations (Persuasive)*. The focus of the paper is to connect what you read in the textbook to what you experienced working with others. Submit in Canvas

**Group Presentation Feedback Papers (30):**

You will write a typed paper briefly answering two questions: *first*, what the other groups did well in their presentation and *second*, what they did not do well in the presentation. The two questions need to be in two separate paragraphs, and each section needs to be at least 50 words in length. Submit in Canvas.

**Comprehensive Examination (100):**

The quiz will cover all the chapters in the OER Textbook. There will be 50 multiple choice questions and each question will be worth two points. The quiz will be in Canvas and will be opened for 24 hours.

*Note:*

*If the quiz is reopened for you, points will be deducted from your score.*

**Participation (300):**

You are expected to do the following: **1)** Complete the Meet-N-Greet Dance Card **2)** Actively participate with your group members on Prep Days/nights (15) and **3)** Actively watch and even participate in Group Presentations (14).

The dance card is worth 25 points. Prep days/nights and group presentations are worth 11 points each (25X11=275).

Note:

You may miss two days of Presentations or one night of Presentations.

In addition, you may miss two Prep Days or one Prep Night.

**Final note from the instructor**

As your instructor, I am always happy to meet with you. Please feel free to meet with me if you are confused about any of the information covered in class or in the textbook. If you have questions regarding an upcoming assignment or presentation, I recommend you contact me before the last minute. I am here to help you in any way I can and my goal is for you to have a rewarding experience. Nonetheless, remember it is your responsibility as the student to:

1. Read and understand this syllabus, course schedule, and the course shell in Canvas.
2. Ask questions when confused and seek help from me.
3. Be responsible for your grade
4. Talk with me before it is too late

**GRADE DISTRIBUTION:**

I give numerical scores to all work you do. I do not give letter grades on any assignment. There are 1000 points possible for the semester. Your points are added at the end of the semester to determine your grade. I strictly adhere to the below *Grading Scale*; however, a ten (10) point adjustment might be made if it will raise the final grade to the next highest letter grade.

***Grade Scale***

**A=1000-900**

**B=899-800**

**C=799-700**

**D=699-600**

**F=599-0**

**Total Points: 1000**

Final Comment:

Cell phone use is prohibited in class. I will stop a lecture or a student/group presentation to ask you to put your cell phone away.

**Tentative Schedule (Could Be Changed!)**

**TTH 2:00pm-3:15 (#53141)**

Week One: AUGUST 09 & 11

 (T) Introduction to the course

(TH) Meet-N-Greet (Dance Card)

Week Two: AUGUST 16 & 18

(TTH) Introduction to Group Communication & Forming Mini Groups

Week Three: AUGUST 23 & 25

(TTH) Prep Week

Week Four: AUGUST 30 & SEPTEMBER 01

 (T) Prep Day

**(TH) Due Mini Group Presentations (Informative): Chapters 1-4**

Week Five: SEPTEMBER 06 & 08

**(T) Due Mini Group Presentations (Informative): Chapters 1-4**

(TH)Prep Day

**(TH) Due Class Notes: Mini Group Presentation for Chapters 1-4**

Week Six: SEPTEMBER 13 & 15

 (T)Prep Day

**(TH) Due Mini Group Presentations (Informative): Chapters 5-8**

Week Seven: SEPTEMBER 20 & 22

**(T) Due Mini Group Presentations (Informative): Chapters 5-8**

(TH) Prep Day

**(TH) Due Class Notes: Mini Group Presentation for Chapters 5-8**

Week Eight: SEPTEMBER 27 & 29

 (T) Prep Day

**(TH) Due Mini Group Presentations (Informative): Chapters 9-12**

Week Nine: OCTOBER 04 & 06

 **(T) Due Mini Group Presentations (Informative): Chapters 9-12**

(TH) Discussing Full Group Presentations & Forming Groups

Week Ten: OCTOBER 11 & 13

**(T) Due Class Notes: Mini Group Presentation for Chapters 9-12**

(TTH) Prep Week

Week Eleven: OCTOBER 18 & 20

(TTH) Prep Week

Week Twelve: OCTOBER 25 & 27

**(TTH) Group Presentations (Persuasive): “What is Wrong with the World”**

Week Thirteen: NOVEMBER 01 & 03

**(TTH) Group Presentations (Persuasive): “What is Wrong with the World”**

Week Fourteen: NOVEMBER 08 & 10

(TTH) Prep Week

***(TH) DUE: Group Presentation Reflection Paper#1 (Typed, 1 pages)***

***(TH) DUE: Full Group Presentation Feedback Paper#1 (Typed, 1 pages)***

Week Fifteen: NOVEMBER 15 & 17

(TTH) Prep Day

Week Sixteen: NOVEMBER 22 & 24

**(TTH) Group Presentations (Persuasive): “How to Solve What is Wrong with the World”**

**(TH) Holiday-No Classes Held**

Week Seventeen: NOVEMBER 29 & DECEMBER 01

**(TTH) Group Presentations (Persuasive): “How to Solve What is Wrong with the World”**

(TH) Comprehensive Examination

**(Quiz in Canvas opens for 24 hours; time to be Announced)**

Week Eighteen:

FINAL: DECEMBER 06 (T) at 12:00pm-1:50pm

* ***DUE: Group Presentation Reflection Paper#2 (Typed, 1 pages)***
* ***DUE: Full Group Presentation Feedback Paper#2 (Typed, 1 pages)***

GOODBYE AND ALL THE BEST ☺