Communication 8 55279

Group Communication

Fall 2023 (Some Live Zoom Sessions: See Syllabus)

Instructor: Brianda Louro

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Preferred Method of Contact: Canvas Inbox

Office Hours/Location: By Appointment

Class Website: Log onto canvas and click your Comm 8 Course

# Required Materials:

Rothwell, J. D. (2019). In mixed company: Communicating in small groups and teams. (10th ed.). New York, NY: Oxford University Press.

# 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 develop a conceptual understanding of small group principles and contexts, putting this knowledge into action through a variety of experiential activities. Student's study and practice theories, behaviors, and the process of group interactions. Students construct and deliver informative and persuasive public presentations.

# Course Advisory:

Recommended that you are eligible to take English 1A prior to enrolling in this course.

# Course Outcomes:

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

1. Use effective small group problem solving and decision-making strategies.
2. Demonstrate active listening skills in group contexts.
3. Identify and apply effective communication strategies correlating with various group roles.
4. Evaluate the effectiveness of group collaboration.

# Objectives

1. Identify roles individuals play in groups and understand how those roles relate to the group goals.
2. Utilize team-building strategies to strengthen group dynamics, leadership skills, and reasoned decision making.
3. Analyze and employ effective conflict management strategies that will assist with problem solving.
4. Identify barriers to listening and incorporate effective strategies.
5. Learn and apply key aspects of verbal and nonverbal communication to small group situations.
6. Learn the psychological, social, and cultural basis and significance of oral communication as it occurs in dyads, small and large groups, and public settings.
7. Incorporate goal setting, planning, decision making and implementation into group projects.
8. Develop skill in extemporaneous speaking for organized informative and persuasive small group presentations. (may also include ceremonial presentations).
9. Utilize practical assignments and exercises that will reinforce theoretical group concepts.
10. Present a variety of speeches and will be expected to present for approximately 25 minutes each during the course of the semester in front of a live audience.
11. Engage in sound reasoning to reach a well-reasoned decision.
12. Demonstrate the ability to discover, critically evaluate and accurately report information.
13. Adapt communication strategies to fit the audience and situation.

# Important Dates:

Please see class tentative schedule for a list of important due dates, holidays, etc.

# ADA Statement

"If you have a verified need for an academic accommodation or materials in alternate media (ie: Braille, large print, electronic text, etc.) per the American With Disabilities Act or Section 504 of the Rehabilitation act please contact your instructor as soon as possible."

# Classroom Expectations:

### *Course Material and Readings.* Readings should be completed in their entirety by the first class for which they are assigned. Readings are clearly identified in the modules. By having the reading completed before the lecture, we can answer questions that may arise together during meeting times. This is a course centered around public speaking and students are encouraged to comment on the material.

*Monitor Our Canvas Course Page.* Our course will use Canvas as a place to store and keep important course documents (e.g., syllabus, assignment descriptions, class announcements), record student grades, and submit assignments. You should regularly check our Canvas page throughout the semester (every day is recommended). Learn how to use Canvas: All work and lectures will be completed and submitted via Canvas. No work will be accepted via email, hard copy, etc. The “I didn’t know how” excuse will not be accepted. Make sure you have ample time to submit assignments. For access to computers and hot spots, visit [Technology Services](https://www.cloviscollege.edu/student-services/technology-support.html).

### *Classroom Code of Conduct*. In this course, we are learning the building blocks that will allow us to better communicate not only on a platform, but with our peers, colleagues and friends. This college prides itself on diversity and inclusivity, which means we will have not only diversity among our identities, but amongst values, ideas, religions, and political views. In order to foster a positive environment, there are a few tips to respect diversity and foster good discussions. Sexist, racist, transphobic, homophobic, or any other derogatory language will not be tolerated in the classroom. If you have opposing views, express them without derogatory language. Be sure to allow everyone’s voice to be heard and if you are not sure if you are being respectful, remember the golden rule: treat others as you wish to be treated. In this class, we will discuss differences, not dispute them, and keep an open environment to facilitate good conversation and communication practices.

*Cheating*. Cheating will not be tolerated in this classroom and will receive a zero. Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another’s work, supplying one’s work to another, giving or receiving copies of examinations without an instructor’s permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.

*Plagiarism*. Plagiarism will not be tolerated in this classroom and will receive a zero. Plagiarism is a specific form of cheating, the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may include failing grade on the particular examination, paper, project, or assignment in question, at the discretion of the instructor and depending on the severity and frequency of the incidents.

*Group Expectations*. This is a group communication course so you will be working with other classmates in groups of three to five students. By taking this class, you are agreeing to allot time outside of the classroom to respond to group members and collaborate on class presentations and projects.

# Class Attendance, Drop, Participation and Late Work Policies:

## Zoom*:*

1. Four speeches will be completed live over zoom. Please create an account if you haven’t done so already. Zoom days can be found on the class schedule and are contingent on the speech day you sign up for the week prior to presentation days.
2. **Attendance and Participation**
   1. **Students who miss the first week of assignments will be dropped from the course**. Attendance is used to determine your participation in the course. If you are not present, you cannot participate in class and thus miss out on activities and participation points. Attendance is recorded through the completion of weekly assignments on canvas. A weekly module will open containing lectures, activities, discussion boards, and sometimes quizzes. If you complete all of your assignments in the module for the week by the scheduled due date (see schedule) you will be marked “here.” If you fail to complete your assignments, I will mark you “absent.”
3. Missed class and Late Work Policy
   1. Dates are Firm.  Missing assignments will receive a zero. Student may petition for extensions due to personal and legitimate circumstances. Petitions must be submitted via email within 24 hours of missed assignment due date. Some examples of “legitimate circumstances”: Family death, Severe illness, COVID symptoms, Child Illness, essentially circumstances out of your control. Your best option is to email me and ask. I cannot help you succeed if I do not know what is going on.

I am always here to help! Participating in the course, keeping in contact, and submitting assignments on time all lead to a successful class experience!

# Course Grades

Your grade in this class will be based on the points that you earn in the following activities/assignments (See Tentative Class Schedule for dates):

|  |  |  |
| --- | --- | --- |
| Graded Item | Points Possible | Your Score |
| Introductions and Partner Hunt | 20 |  |
| Partner-Introduction Speech | 40 |  |
| Participation and Lecture Activities (Ch 1-11) | 80 |  |
| Attendance Recorded via completed assignments. | x |  |
| Outline Draft | 30 |  |
| Puzzle Speech Group Project and Presentation  Puzzle Individual Outline | 130 |  |
| Informative Group Project and Presentation  Informative Individual Outline | 175 |  |
| Problem Solving Group Project and Presentation  Problem Solving Individual Outline | 200 |  |
| Peer Evaluation | 25 |  |
| Peer Feedback Speech Sheets | 20 |  |
| Movie Review Paper | 100 |  |
| Test 1 | 60 |  |
| Test 2 | 60 |  |
| Test 3 | 60 |  |
| Total Points Possible | 1000 |  |

Grading Scale

900-1000 = A

800-899 = B

700-799 = C

600-699 = D

599 or less = F

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. There is a minimum of one extra credit assignment per semester.