

COURSE: SP106/Interpersonal Communications

YEAR: Fall 2012

DEPARTMENT: Speech

CREDIT HOURS: 3

REQUIRED TEXT: McCornack, Reflect and Relate, An Introduction to Interpersonal Communication, 2nd edition, ISBN No. 9780312489342

INSTRUCTOR: Suzi Calliham
suzi.calliham@colbycc.edu

E-MAIL:

OFFICE HOURS: n/a

PHONE NO: 462-2459

COURSE PLACEMENT: Freshman

PRE-REQUISITE: None

COURSE RATIONALE

Human relationships play an integral part in our lives, from the time we are born into a family, start playing with friends, go to school, get our first job and start raising a family. The way in which we communicate with our siblings, our parents, our teachers, our friends, our bosses, our spouses and our children can make a huge difference in how happy and successful we are in life.

COURSE DESCRIPTION

Interpersonal communication is the study of how we communicate in groups of two or a few persons. Specific work is done on self-concept, listening behavior, verbal and nonverbal communication and improving relationships. The course works on two levels – as an introduction to the science of communication and the terminology, tools and theories used by communication scientists, and as a setting in which the student can explore and evaluate their own relationships and learn specific skills designed to help improve them.

COURSE OUTLINE

See “Fall 2012 Schedule” at the end of the syllabus.

COURSE LEARNING OBJECTIVES ASSESSED

Objective 1: The student will demonstrate an ability to apply effective communication techniques to professional and personal situations

- apply the terminology and theories associated with interpersonal communication
- differentiate between appropriate and inappropriate messages
- identify the functions of nonverbal communication in interpersonal communication
- apply active listening skills

Objective 2: The student will demonstrate an ability to use effective conflict management skills

- identify the basic types of conflict
- identify appropriate and inappropriate methods of addressing conflict

- Objective 3: The student will demonstrate an understanding of the effects of gender and cultural differences on interpersonal communication
- explain methods of improving social perception
 - identify internal and external influences on interpersonal communication

COURSE LEARNING OUTCOMES

The general outcomes of this course are: 1) to provide the student with the tools and techniques for understanding and improving communication, both verbal and nonverbal, for the purpose of improving relationships; 2) to familiarize the student with the basic language and work of the communication scientist; and 3) to help the student to an understanding and appreciation of how communication practice is researched, how results lead to theory, how theory leads to the development of skills and techniques and how practice of these skills or techniques can lead to improved relationships.

METHOD OF INSTRUCTION

The instructor will use readings, online class discussions, videos, exercises and online group activities.

METHOD OF EVALUATION

You will be given a quiz after each chapter and a comprehensive test after each unit. There will also be other assignments of varying point values.

Participation is encouraged and is evidenced by the timely, accurate and legible preparation of homework and meaningful participation in online discussions and activities. The educational process requires active involvement on the part of each student, and you are highly encouraged to ask questions.

There is no grading curve and there is no expectations as to the number of A's, B's, etc. given in the class. Letter grades will be assigned as follows: A=90-100, B=89-80, C=70-79, D=60-69, F=under 60.

COURSE REQUIREMENTS

If you have a problem with the course, motivation to learn or with me please come and talk to me about it. Together we can handle a number of problems before they become serious. As a communications instructor, I firmly believe that the solution to most problems is communication.

No question is a dumb question. I will view your willingness to ask questions and share your experiences as a willingness to learn and explore. Assume confidentiality. Anyone breaking this principle will be asked to drop the class and/or will be given an F for the course.

ASSIGNMENT POLICY

All assignments are to be completed by the dates given and will be given half credit if late. Please ask questions before the due date.

TEST POLICY

The purpose of the chapter quizzes and unit tests are to provide a measure of your knowledge of the terminology, concepts and application of the material covered in the textbook and exercises. Please notify me immediately if you are unable to take a quiz/test. Deductions will be made if I

need to open up assignments again. I reserve the right to ask any student who is suspected of cheating to come in and take tests/quizzes under my supervision or provide a proctor.

ATTENDANCE POLICY

You and your fellow students are in this course to a large extent. Understanding comes from interacting and you cannot interact if you are not logging on to the course on a regular basis. The full benefit of class discussions and activities can only come from checking the course consistently and completing assignments in a timely manner.

Academic Integrity

Colby Community College defines academic integrity as learning that leads to the development of knowledge and/or skills without any form of cheating or plagiarism. This learning requires respect for Colby's institutional values of quality, service and integrity. All Colby Community College students, faculty, staff, and administrators are responsible for upholding academic integrity.

Cheating is giving, receiving, or using unauthorized help on individual and group academic exercises such as papers, quizzes, tests, and presentations through any delivery system in any learning environment. This includes impersonating another student, sharing content without authorization, fabricating data, and altering academic documents, including records, with or without the use of personal and college electronic devices.

Plagiarism is representing or turning in someone else's work without proper citation of the source. This includes unacknowledged paraphrase, quotation, or complete use of someone else's work in any form. It also includes citing work that is not used and taking credit for a group project without contributing to it.

The following procedure will be used for students who violate the policy:

- First Offense – Student will receive a zero for the assignment and the student will be reported to the Dean of Academic Affairs.
- Second Offense – The student will be reported to the Dean of Academic Affairs and removed from the class.
- Third Offense – The student will be reported to the Dean of Academic Affairs and dismissed from the college.

Any questions about this policy may be referred to the Dean of Academic Affairs.

ASSESSMENT

Colby Community College assesses student learning at several levels: general education, program, and course. The goal of these assessment activities is to improve student learning. As a student in this course, you will participate in various assessment activities. An example of your work, a paper, some test questions, a presentation, or other work may be selected for assessment. This process will not affect your grade, will not require you do additional work and your evaluation will be confidentially handled. Results of these activities will be used to improve teaching and learning at Colby Community College.

SYLLABUS INFORMATION DISCLAIMER

I reserve the right to change any information contained in this document, when necessary, with adequate notice given to the student. It is the students' responsibility to keep up with any changes, modifications, adjustments or amendments that are made to this document.

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

According to the Americans with Disabilities Act, it is the responsibility of each student with a disability to notify the college of his/her disability and to request accommodation. If a member of the class has a documented learning disability or a physical disability and needs special accommodations, he/she should contact the Dean of Student Services at Colby Community College.

EQUIPMENT

You will need the course textbook and access to a computer with internet capabilities.

RECOMMENDED RESOURCES

Go to the following website and register for access to the free student resources:

http://bcs.bedfordstmartins.com/reflectrelate2e/#t_512064

COURSE OUTLINE

Fall 2012 Schedule

Week 1	Aug 21 st to 26 th	Syllabus Review and Online Introductions
Week 2	Aug 27 th to 2 nd	Chapter 1 – Introducing Interpersonal Communication
Unit One: Interpersonal Essentials		
Week 3	Sept 3 rd to 9 th	Chapter 2 – Considering Self
Week 4	Sept 10 th to 16 th	Chapter 3 – Perceiving Others
Week 5	Sept 17 th to 23 rd	Chapter 4 - Experiencing and Expressing Emotions
Week 6	Sept 24 th to 30 th	Unit One Test
Unit Two: Interpersonal Skills		
Week 7	Oct 1 st to Oct 7 th	Chapter 5 – Listening Actively
Week 8	Oct 8 th to 14 th	Chapter 6 – Communicating Verbally
Week 9	Oct 15 th to 21 st	Chapter 7 – Communicating Nonverbally
Week 10	Oct 22 nd to 28 th	Chapter 8 – Developing Interpersonal Competence

Week 11	Oct 29 th to 4 th	Chapter 9 – Managing Conflict and Power
Week 12	Nov 5 th to 11 th	Unit Two Test
Unit Three: Interpersonal Relationships		
Week 13	Nov 12 th to 18 th	Chapter 10 - Relationships with Romantic Partners
	Nov 19 th to 25 th	Thanksgiving Week – no assignments (Use this week to catch up)
Week 14	Nov 26 th to Dec 2 nd	Chapter 11 - Relationships with Family and Friends
Week 15	Dec 3 rd to 9 th	Chapter 12 - Relationships in the Workplace
Week 16	Dec 10 th to 13 th	Unit Three Test
	Dec 13 th to 16 th	Comprehensive Final Test