

COMM 218: Interpersonal Communication

Winter 2017

TR @ 11:30AM in BC - 104

CRN: 30448, 3 credits

Instructor: Erin Cook

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Office hours: TR 11 - 11:30 & 1 - 1:30 or by appointment.

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Welcome to COMM218: Interpersonal Communication. I hope that you can benefit from this course related to your own interpersonal relationships, regardless be they face-to-face or online. Below you will find the syllabus for the course. Please read through it CAREFULLY, paying special attention to assignment deadlines. A calendar with **ALL** assignment due dates for the ENTIRE TERM is included, so late assignments are not accepted.

We will focus on the development of interpersonal communication knowledge and the improvement of interpersonal communication skills, both in the context of face-to-face and online relationships. We will move toward these goals by exploring various aspects of theory and practical skill development in the interpersonal communication process. The various aspects of interpersonal communication which we will explore include the communication process, self-concept, perception, emotions, language, nonverbal communication, listening, relationship development, communication climates and conflict resolution. Exploration of these topics will involve readings, in-class discussions, group activities, video clips, written assignments, presentations, quizzes, and exams.

Success in this course is largely dependent upon your willingness to be an active participant. Additionally, students who successfully complete this course are willing and able to use the technology necessary to access web information, down/upload assignments, and communicate. You must also be a self-disciplined, independent learner with college level reading and writing skills. Completion of WR121 AND RD90 is **STRONGLY** recommended.

Students who successfully complete this course should be able to:

- Apply interpersonal communication research and theory.
- Identify interpersonal communication's key functional areas.
- Analyze, select, and enact appropriate interpersonal communication behaviors based on the interpretation of the context.

TEXT: Adler, R.B., Rosenfeld, L.B., & Proctor II, R.F. (2015). *Interplay: The process of interpersonal communication* (13th ed.). New York, NY: Oxford University Press.

EVALUATION AND GRADING:

Assignments	Points	Grade Scale
In - Class/Homework (points vary)	150	603 - 630 A
Quizzes via Moodle/Google (6 @ 20)	120	536 - 603 B
Exam #1	100	469 - 535 C
Exam #2	150	402 - 468 D
Final Exam	50	401 ≥ F
Film Presentation (1 @ 100)	100	
Total	670	

IN - CLASS/HOMEWORK ACTIVITIES: Each week there will be a variety of in - class and/or homework activities, that you will earn points for. You must be in class for the entire class period to complete and submit these assignments. Make up activities will not be offered for unexcused absences.

ATTENDANCE: Your attendance is based on both your presence in class as well as your participation in discussions and small group activities. You are responsible for your daily attendance in class by signing in when you arrive to class. You may only sign in for yourself and no one else. 5 minutes after class starts, the sign-in sheet will be put away and will no longer be available for that class. You are allowed two (2) unexcused absences for the term. For every three (3) unexcused absences after two (2) your ***FINAL COURSE GRADE*** will be lowered by one (1) full letter grade. A record of attendance will be periodically updated on Moodle/Google. Additionally, you must arrive to class on time and stay for the full class period. If you are going to be gone for a university sanctioned event, documentation needs to be submitted from coach, counselor, or academic advisor PRIOR to you being gone for the absence to be excused. Documentation after the fact will not be accepted. Last, missing class for another class is unacceptable.

QUIZZES: Weeks 2, 3, 5, 6, 7, & 9 there will be a brief ten-question quiz on Moodle/Google that covers the material presented in class since the previous quiz and is designed to check your reading of the text. The questions will be in a multiple - choice format, you will have 30 minutes to complete the quiz, and you may use your book or notes. These quizzes are due before midnight on the Sunday. All due dates are listed on the course calendar for the term, which means late quizzes will not be accepted. Give yourself enough time to complete each quiz.

FILM PRESENTATION: During week 7, the Film Presentation will be assigned. Throughout the term, we watch clips from TV shows and films that demonstrate interpersonal concepts. The presentation will require you to select a film and identify/explain examples of interpersonal concepts in the film. You will present during week 10. More information and requirements will be handed out week 7.

DEADLINES: Assignments that are due in class are due in the first 5 minutes of class. After that time assignments are late and are not accepted. Assignments due outside of class are due on Sundays by 11:59PM on Moodle/Google, unless otherwise stated. If you miss a deadline, it is NOT acceptable to simply email me an assignment.

24 HOUR POLICY: Once graded work is handed back you must wait 24 hours before asking questions about the grade you earned. I take the time to write comments on all graded work, so please take the time to read through those comments before asking questions as many times the questions are answered there initially.

END OF TERM GRADE DISCUSSIONS: Please accept responsibility for the grades that you earn in this course. I do not give grades out like hall passes, you earn them based on the direct efforts that you put into the course. I understand that “life” happens, the unexpected arises, and the unthinkable emerges at the most inopportune times. I am always willing to discuss life situations with you if you need to. I will not however engage reasons as to why your work is not complete, I will not haggle for points, nor will I change grades especially at the end of the term. Empower yourself and claim responsibility for the grades that you yourself earn.

WRITTEN ASSIGNMENTS: For all written assignments, they must be typed, double-spaced, stapled, and proofread. Use of conventional spelling, complete sentences and an appropriately formal approach is required, meaning “text” language, emojis, or abbreviations are not appropriate.

CENTER FOR ACCESSIBILITY RESOURCES: Students who may need accommodations due to documented disabilities, or who have medical information which the instructor should know, or who need special arrangements in an emergency, should speak with the instructor during the first week of class. If you think you may need accommodation services, please contact the Center for Accessibility Resources, 541 - 917 - 4789.

ACADEMIC HONESTY: Academic honesty is expected at all times. Using someone else’s work, information, or ideas as your own without proper citation can lead to failing the assignment or the class. Do your own work.

NONDISCRIMINATION: LBCC maintains a policy of nondiscrimination and equal opportunity in employment and admissions, without regard to race, color, sex, marital and/or parental status, religion, national origin, age, mental or physical disability, Vietnam era, or veteran status.

INCLUSION: The LBCC community is enriched by diversity. Each individual has worth and makes contributions to create that diversity at the college. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill. There may be views and opinions that contradict your own. Everyone has the right to their own opinion as well as the right to express their opinion. What people do not have the right to do is to impose those opinions upon others. Keeping the expression of thoughts and ideas open is beneficial in allowing everyone to be involved in the learning process. You might just be surprised at what you not only learn about interpersonal communication but about yourself as well.

FOOD AND DRINKS: You may eat and drink in class. However, if you abuse this privilege, you will lose it.

TECHNOLOGY: Your participation in this class is technology free, meaning that you cannot use a laptop to take notes unless you have DAS accommodations. This technology free rule includes cell phones as well. If your phone rings in class, I will answer it and ten (10) points will be taken from that week's assignments. If you are caught texting or with your phone out you will lose ten (10) points from that week's assignments. If your laptop/tablet is out you will lose ten (10) points from that week's assignments. I reserve the right to publicly mock you for violating these rules. Class is only 50 minutes long; give your thumbs and eyes a rest.

COMMUNICATION: Email is the best way to get in touch with me. However, there are a few stipulations that you need to follow when sending me an email:

- I will not open nor respond to emails that come from a "personal" email address. As an LBCC student, you have a school email address which all correspondence with me needs to come from. When sending an email to the class via Moodle/Google, it will come from my cooke@linnbenton.edu email address. Please make sure that you email does not filter out emails that come from me.
- Please be sure to sign your emails with your first and last name, otherwise I won't know who you are or how to answer your questions or concerns.
- Please include LB 218 the subject line of your email.
- During the week, I will respond to emails during office hours or when I am on campus on and I will not be responding to emails over the weekend. If you have not heard from me within 24 hours of emailing me during the week, then you can send a *courteous and professional* follow up email.

ASSIGNMENT CALENDAR: *(I RESERVE THE RIGHT TO MAKE CHANGES TO THIS SYLLABUS ANY TIME DURING THE TERM.)*

Week	Date	In - Class Topic	Chapter(s)	Moodle/Google
1	1/10 1/12	Course Introduction; Why We Communicate; Communication Process; Competence; Social Media	1	Syllabus Quiz*
2	1/17 1/19	Communication and the Self Presenting Self; Disclosing the Self	3	Q1: Ch. 1 & 3
3	1/24 1/26	Perception Process; Influences on Perceptions Tendencies in Perceptions; Synchronizing Perceptions	4	Q2: Ch. 4
4	1/31 2/2	Culture; Values; Norms; Co - Culture; Codes; Competence Exam #1: Ch. 1 - 4**	2	
5	2/7 2/9	Nature and Impact of Language Gender; Social Media and Language	5	Q3: Ch. 2 & 5
6	2/14 2/16	Nonverbal Characteristics; Functions; Types of Nonverbals (6) Nature of Listening; Challenges; Components; Types (7)	6 & 7	Q4: Ch. 6 & 7
7	2/21 2/23	What are Emotions; Influences; Guidelines; Managing (8) Friends; Family; Romantic Relationships; Intimacy (10)	8 & 10	Q5: Ch. 8 & 10
8	2/28 3/2	Forming and Dynamics of Relationships; Relational Systems Exam #2: Ch. 5 - 10***	9	
9	3/7 3/9	Climates; Development; Supportive/Defensive; Transform (11) Conflict; Styles; Systems; Variables; Management (12)	11 & 12	Q6: Ch. 9, 11, & 12
10	3/14 3/16	Film Analysis Presentations - A Film Analysis Presentations - B		
Finals		<i>Final Exam</i>		

*Extra credit quiz on Moodle/Google; closes 11:59pm Sunday January 15th, 2017.

**Exam #1 covers chapters 1 - 4 on Thursday February 2nd, 2017 during normal class time.

***Exam #2 covers chapters 5 - 10 on Thursday March 2nd, 2017 during normal class time.