



COMS1300: Interpersonal Communication

Dr. Doran O'Donnell - Spring 2020 - 3 Credits: Online
Office Hours Tuesdays and Thursdays 11:00 to 12:00
Weed Adjunct Office (Distance Learning Center)

COMS 1300 *Interpersonal Communication: Spring 2020*

Inside this Syllabus

About the Class	1
Catalog Description	1
Office Hours	1
Grade Breakdown	2
Assignments	2+3
Class Policies	3
Textbook	2
Other Policies	5
Student Learning Outcomes	6

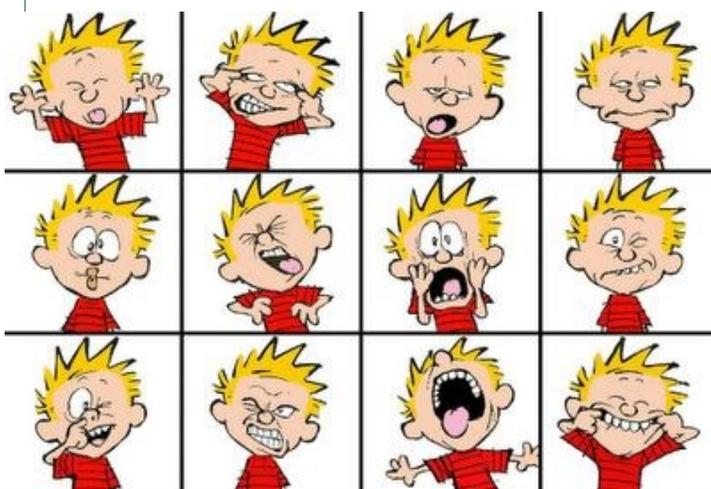
About the Class

This class is designed to offer a broad-range of communication theories to explain and/or predict interpersonal relationships. I hope by the end of this class that you will have a better understanding of how and why people communicate the way they do and hopefully use some of this knowledge in your present and future relationships to restrict judgments from forming prematurely, therefore improving the quality of your relationships.

Catalog Description

This course is an introduction to the process of human communication. Special emphasis is placed on an understanding of communication in relationships and everyday life including how to communicate ideas, thoughts, and feelings. Also, study of theory and research findings and their application to communication in personal and professional contexts as well as principles of verbal and nonverbal transactions.

This class is transferrable to UC and CSU Systems.



Contact Information and Office Hours

Office: Distance Learning Center (Weed)
Adjunct Office

Office Hours: 11:00 to 12:00 T-TH

Phone Number: 541-2910-2929 Cell

Website: www.doransclass.com

dodonnell1@siskiyous.edu

Visit www.doransclass.com for more information, chapter outlines, and practice quizzes (click our textbook).

Class Assignments

In a face to face class, I could have you meet with fellow students to do certain activities together. However, since this class is online, I had to rethink some of the activities to make it possible for you to do it with friends outside of class.

You will have a total of **4 self-analysis or perspective papers** to do in this class each worth a total of 10% of your overall grade (for a total of 40%).

A couple of these papers are focused self-reflections (or personal perspective papers). Grading will primarily consist of how completely you perform each section and on grammar, spelling, and format for each.

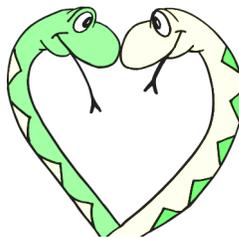
The other two papers will require that you incorporate lessons from class and/or use terminology from class in your analysis and may require that you do some research or activities outside of class to complete.

All papers must conform to APA (American Psychological Association) formatting and will be graded for grammar, spelling, proper formatting, and content. Please see people in the Academic Success Center for help if needed as these expectations will not change during your college career. You can find out more information here: <http://www.siskiyous.edu/tutoring/>.

In addition to the papers, you will have 4 tests over materials, each of which is worth 12.5% of your overall grade, and quizzes for many of the chapters (due at the end of each week they

are assigned. The final 10% will come from participation which primarily comes from engaging with others in online forums throughout the term and actually giving meaningful feedback or comments.

You should be submitting meaningful discussion and responding to at least one other student in every discussion assignment to get credit for participation!



Grading Weights

Tests (4): 10% each (50% total)

Chapter Quizzes (10% total)

Perspective and/or Self Analysis assignments 10% each: 40% total)

Participation in Online Discussions: 10% total. (Contributing to class discussions with meaningful dialogue)

Grades will be computed using a standard 10 point scale

A = 90 to 100%

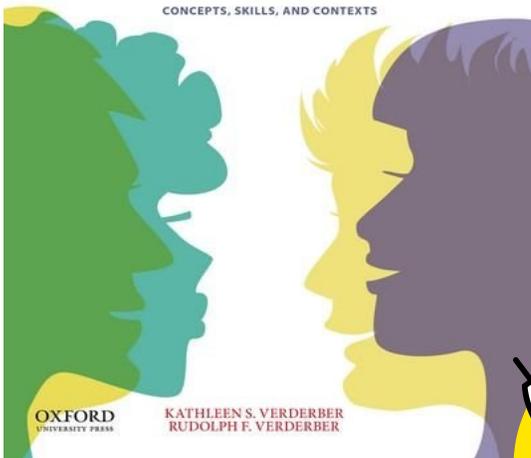
B = 80% to 89.5%

C = 70% to 79.5%

D = 60% to 69.5%

F < 60%

THIRTEENTH EDITION
Inter-Act
INTERPERSONAL COMMUNICATION
CONCEPTS, SKILLS, AND CONTEXTS



Verderber K.S. and Verderber, R. F. (2012). Interact: Interpersonal communication: Concepts, skills, and contexts. (13th ed.) Oxford,

Class Policies and Procedures

This course is designed so that each week contains a separate unit of information.

The week begins Monday morning at 7:00 a.m. and ends on Sunday at 11:59 p.m. (PST). Each week you will access the course and find everything you need: reading assignments, lectures, quizzes, tests, etc. for that week. **ALL ASSIGNMENTS ARE DUE BY THE END OF THE WEEK UNLESS OTHERWISE POSTED (Sunday at 11:59 p.m.).**

Rely on the “modules” tab on the left side of your Canvas screen to navigate the course. When you click on “modules,” you will see folders in sequential order. If you approach the course by opening the next folder for the designated week, you will have access to all the necessary resources, exams, etc. for the week. A checkmark will also indicate what tasks you have completed and what you still need to complete for the current week.

Participation: Class participation is essential to your success in this course. You are expected to be an **active student** in this course by participating in online discussions and keeping up with all weekly assignments.

Exams: Each exam will be made available online during the exam week (Monday at 7:00 a.m. through Sunday at 11:59 p.m.). **Each exam may only be taken once.** Examinations will be a combination of multiple choice, matching, true/false, short answer, and/or essay questions.

Each exam will be timed according to the format. Once you click “begin exam,” the countdown clock will start and it cannot be reset. It must be completed at once; you cannot save and restart it later. You must take the exam before it expires to earn credit.

**There will be NO Retakes for exams!
It is your responsibility to remove distractions and secure a good internet connection before starting any exam.**

Discussions: Throughout the term I will be choosing “Discussion” topics related to the class text, lectures, and/or supplemental materials. **You are required to participate in these online discussions by offering your perspective regarding the discussion and reading AND commenting on the points of others. You MUST do both to get full participation.**

I recommend posting your original response early and then waiting a few days to respond to another student’s posting. Someone may even respond to your post and you can address their thoughts.

Each of your discussion posts must be at least 75 words and clearly demonstrate your understanding of the material as well as the proper application of the material. When responding to another’s thread, please use their first name in your response so I (and others) can follow the thread.

It is important that you remain involved in the class. Waiting until the last day to post BOTH your initial response and the response to others will result in a deduction of your participation for that thread.



WARNING: Dropping is the responsibility of the student; however, I reserve the right to drop any student who misses one week of class. **NOTE:** If you do not complete the online quiz and contribute in the first week’s discussion, you will be dropped from the course.

No late assignments are accepted. NO EXCEPTIONS. Plan ahead!

Expectations

Disruptions: Students may not engage in any activity in which I deem disruptive or counterproductive to the goals of the class. I have the right to remove students from class for not following specified classroom or online rules. I expect you to voice your opinion, but respect the views of others including those who may have vastly different views from you. Name-calling, threats, or bantering that harasses any individual regarding race, sex, or sexual orientation will not be permitted in this or any of my classes.

HOWEVER, this class will deal with issues of sex, sexual orientation, race, and other “touchy” subjects and it is perfectly fine to bring up these issues or any questions you may have or want to discuss. If I find

certain topics inappropriate, I will attempt to voice that early in the threads. Additionally, I want you to be honest in your papers and will not hold your opinions against you, nor will I discuss any paper with others unless I deem it unsafe for you or for others.

As a mandatory reporter, I must, by law, report any act or communication that I view threatens, harasses, or discriminates against any other individual including the reporting of abuse of children.

Participate: You are required to participate in class discussions and some will be required to move forward in the class. Since this is an online class, it is important that you stay caught-up on the reading and lectures and to

take quizzes by their due date. It is equally important that you turn in all required assignments by the due dates. Not doing so will impact your overall grade.

Do NOT Cheat in Class: Cheating, plagiarism, and other acts of academic dishonesty are regarded as serious offenses. I reserve the right to take action on any suspected acts of academic dishonesty. At the very minimum, you will be given a zero for any assignment you are caught cheating on.

IF YOU ARE INVOLVED AS AN ATHLETE AND GET CAUGHT CHEATING AND/OR PLAGIARIZING YOUR COACH WILL BE NOTIFIED OF THE INFRACTION WHICH MAY RESULT IN OTHER FORMS OF DISCIPLINE.



Short Paper Assignments

As stated, you will be assigned two papers to do that will relate to the concepts discussed in class. Each of these papers should be no longer than 5 pages and MUST conform to APA standards of writing for formatting, grammar, and citations. The Academic Success Center can help with any issues you have and can help develop your skills as a writer. Don't be afraid to visit them!



Academic Honesty:

Plagiarism and/or cheating will NOT be tolerated and WILL result in a loss of credit for *all* students involved as well as possible further action.

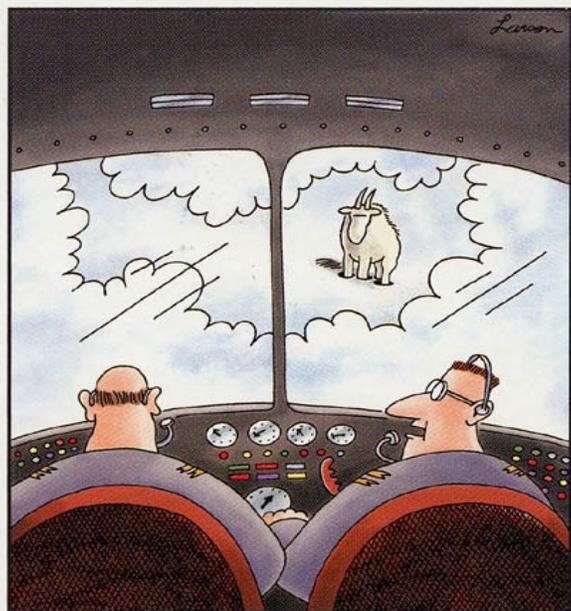
Plagiarism may broadly be defined as trying to pass someone else's work off as your own. Clear evidence of intentional plagiarism will result in failure on the assignment.

If intentional plagiarism is repeated, extensive, or particularly egregious, the matter may also be referred to the Student Conduct Board, since plagiarism is a violation of COS students' Code of Conduct.

Even unintentional plagiarism will result in a grade reduction on the assignment.

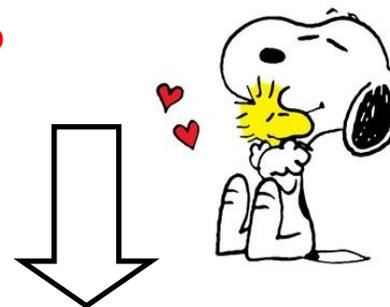
Additionally, if you are caught cheating on any test, helping others with their tests, or any other form of cheating, you and all other parties involved will get NO CREDIT for that assignment.

IF YOU ARE INVOLVED AS AN ATHLETE AND GET CAUGHT CHEATING AND/OR PLAGIARIZING YOUR COACH WILL BE NOTIFIED OF THE INFRACTION WHICH MAY RESULT IN OTHER FORMS OF DISCIPLINE.



"Say ... what's a mountain goat doing way up here in a cloud bank?"

Commitment to students with disabilities:



College of the Siskiyous is committed to providing all students with equal access to learning opportunities. The Disabled Student Programs & Services (DSPS) is the official campus office that works to arrange reasonable accommodations for students with an identified physical, psychological or cognitive disability (learning, ADD/ADHD, psychological, visual, hearing, physical, cognitive, medical condition, etc.). Students are encouraged to contact the DSPS office on the Weed Campus by calling 530-938-5297, emailing dsps@siskiyous.edu, or coming into Eddy Hall, Room 1 to begin the application process. If you do not wish to register with DSPS, please contact the ADA Coordinator, Melissa Green- Vice President of Student Services, 530-938-5374, to arrange for a confidential meeting to discuss services and accommodations. Contact should be initiated as soon as possible to allow adequate time for accommodations to be arranged. Please know that accommodations are not retroactive, so please make contact as soon as possible if you need these services.

Other Noteworthy Comments

As Stated: Dropping is the responsibility of the student; however, I reserve the right to drop any student who doesn't contribute within the first week of class.

Mass Notification System In the event of an all-campus emergency, the college will activate its mass notification system. We encourage you to sign up for this free text message service. Sign up at <http://www.siskiyous.edu> and click on the **EVERBRIDGE** icon on the right-hand side of the page.

Core Values I believe strongly in the Core Values espoused by College of the Siskiyous: Integrity, Excellence, and Openness. Essentially, these values set guidelines for how I will treat you and how you should treat each other (and me). Failure to be respectful of one another or to maintain ethical behavior will not be tolerated.

Tentative Class Schedule



Week Of

January 27

**Course Overview and Expectations:
Self-Introductions**

Read Chapter 1: Communication Model and Communication Principles

Quiz over class syllabus and expectations

Module Number 1 Due by September 4 at Midnight: Self-Introduction and perspective

Quiz over Chapter 1 and syllabus:

February 3

Chapter 2: Forming and Using

Social Perceptions:

Finish Chapter 2: Watch XXXY Video

Class Discussion on the perception of Sex as a narrative of life.

Quiz over chapter 2

10

Self Analysis (S.A.) Paper 1 assigned

Chapter 3: Intercultural Comm.

Class Discussion: Who's to blame?

Quiz over Chapter 3

17

Discuss Ethics

S.A. #1 is Due

Class discussion over Ethics

24

Test over Chapters 1 - 3 and lectures

Chapter 4: Verbal Messages: Discuss

Message Design Logics

Quiz over Chapter 4

March 2

Chapter 5: Nonverbal Messages

Quiz over Chapter 5

9

Watch Human Face Video: **Hand Out Perspective Paper #1 on Beauty and Discuss**

Chapter 6: Communication in the Life

Cycle of Relationships:

Class Discussion on Friendships

16

Test over Chapters 4-6 *

Chapter 7: Listening

Class Discussion on Empathy

Quiz over Chapter 7

March 23-29 No Classes: Happy Spring Break!

30

Chapter 8: Holding Effective Conversations

Class Discussion on Strange Encounters

Quiz over Chapter 8

April 6

Perspective #1 Due

Chapter 9: Supporting Others

S.A. #2 Handed Out (Due in One Week)

Happy Halloween!

Quiz over Chapter 9

Class discussion on Holidays, Humor, and Fun!

13

S.A. #2 Due:

Chapter 10: Communicating Personal Information: Disclosure and Privacy

Perspective #2 handed out (Due in 3 weeks)

20

Test #3 over Chapters 7, 8, 9, and 10*

Chapter 11: Using Interpersonal Influence (Power and Persuasion)

Class Discussion on Power

Quiz over Chapter 11

27

Chapter 12: Conflict and Negotiation

Class Discussion on Dealing with Conflict

Quiz over Chapter 12

May 4

Perspective#2 Due

Happy Thanksgiving

Discussion over the meaning of Family

11

Chapter 13: Communicating in Intimate Relationships:

Class Discussion: What happens now? Open Discussion of class

18

Final Test over Chapters 11, 12, and 13*

*** Note, no quiz for chapters 6, 10, or 13**



Student Learning Outcomes

LEARNING OUTCOME	INSTRUCTION METHOD	METHOD OF ASSESSMENT	OTHER METHOD OF INSTRUCTION	ADDITIONAL ASSESSMENT INFORMATION	AREA(S)
Analyze his/her self concept and develop tools for maintaining a healthy self-concept.	Discussion Lecture	Projects Simulation Home Work			F1 - Demonstrate the relationship between language and logic by using evaluative thought processes.
Demonstrate the qualities of effective listening.	Discussion Lecture	Exams/Tests Papers Simulation			F2 - Use elementary inductive and deductive processes to solve problems. F3 - Analyze situations presented to an educated citizen and recognize common logical errors or fallacies.
Identify and verify facts, draw and assess inferences, distinguish between fact and opinion, and recognize the differences between assumptions and opinions. Analyze ethical communication in both research and practical applications.	Lecture Discussion	Exams/Tests Papers Class Participation Home Work Class Performance			F3 - Analyze situations presented to an educated citizen and recognize common logical errors or fallacies.
Analyze, evaluate, predict, and produce strategies regarding interactions with other individuals.	Discussion Lecture	Exams/Tests Papers Simulation			F2 - Use elementary inductive and deductive processes to solve problems. F3 - Analyze situations presented to an educated citizen and recognize common logical errors or fallacies. F4 - Develop clear and precise expression of ideas in whatever symbol system the student uses.
Analyze conflict and defensiveness and create approaches to minimize both.	Lecture Discussion	Exams/Tests Papers Simulation			F2 - Use elementary inductive and deductive processes to solve problems. F3 - Analyze situations presented to an educated citizen and recognize common logical errors or fallacies. F4 - Develop clear and precise expression of ideas in whatever symbol system the student uses.

COURSE CONTENT OUTLINE

I. Definition, Models, and Types of Communication

- a. Defining communication
- b. Intra and interpersonal communication
- c. Construction an interpersonal communication model

II. Development and Significance of the Self-concept

- a. The reflected appraisal model
- b. The social comparison theory
- c. The functions of the self-concept
- d. The process of perception
- e. Characteristics of perception

III. Listening as an Acquired Skill

- a. Listening vs. hearing
- b. Critical listening
- c. Empathetic listening
- d. Active listening

IV. Understanding and Communicating Emotion

- a. Emotions, thinking, and feeling
- b. Expressing feelings
- c. Rational and irrational thoughts

V. The Active Role of Language

- a. The symbolic nature of language
- b. Characteristics of language
- c. Language and perception
- d. Language, attitudes, and behavior

VI. Nonverbal Messages

- a. The believability factor
- b. Categories of nonverbal communication
- c. Functions of nonverbal communication

VII. Interpersonal Relationships

- a. Building positive relationships
- b. Ethical communication
- c. Interpersonal attraction
- d. Self-disclosure and risk
- e. Defensiveness
- f. Conflict

**This class is transferrable to both the
UC and CSU Systems!**