

SPE 102: Interpersonal Communication

Spring 2007 / Jan. 14 - April 29

Instructor: Jen Almjeld

Class schedule & location: Sun. 3-6:20 p.m. College Hall 114

Credit hours: 3

Office hours: By appointment only

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Prerequisites: ENG 111

Section: 004

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Course Description

Introduces the basic elements of interpersonal communication: one-to-one relationships and group discussion. This course provides students with practical skills to solve communication problems. Emphasized are interpersonal verbal and nonverbal behaviors, including practice in articulation of feelings, ideas, and ideals. This course includes activities such as interviewing and active listening.

Course Objectives

This course offers students instruction in spoken interpersonal communication, including theoretical and practical perspectives on communication situations.

1. The student will be able to define and explain basic terms, principles, and theories of interpersonal communication.
2. The student will identify the components and goals of the communication process and employ strategies to improve his or her own interpersonal communication interactions.
3. The student will explain the interpersonal perception process and employ strategies to improve perception.
4. The student will identify the elements of the listening process and employ skills for listening improvement.
5. The student will describe the functions of verbal and nonverbal communication in interpersonal relationships and formulate a strategy for improving interpretation of verbal and nonverbal messages.
6. The student will identify effective interpersonal communication skills for initiating, escalating, maintaining, and terminating relationships.
7. The student will list and describe the stages of conflict and employ conflict management styles to improve interpersonal relationships.
8. The student will be able to critically apply interpersonal theories to a variety of communication contexts, such as family, friends, and between colleagues.
9. The student will demonstrate an understanding of the following aspects of interpersonal relationships: perceptions, conflict, power, influence, and/or gender/diversity.

Texts

- DeVito, Joseph A. *The Interpersonal Communication Book* (11th ed.) New York: Pearson, 2007.
- Access to email and our course Blackboard site

Instructional Methods:

The course content will be presented using lectures, question and answer sessions, discussions, small-group activities, peer response, and on-line posts and responses. Ample opportunity will exist for students to demonstrate mastery of concepts taught while delivering presentations to the class.

Classroom Conduct Guidelines

All members of this class are expected to conduct themselves as mature members of a learning community. This class will challenge your views, attitudes, and beliefs and encourage each of you to express yourselves; however, racial, sexist, or other oppressive language will not be tolerated under any circumstances. Listen, discuss, and debate all topics in a mature, respectful way. If you have any questions about the appropriateness of your rhetoric, please see me.

Additionally, coming to class on time is imperative so that our instructional time is not interrupted. Finally, please be sure to turn off / silence / or leave home all cell phones before coming to class.

Late/make-up work

Written assignments: All assignments and exams must be submitted on the day they are scheduled. Assignments turned in late receive a **10%** reduction in points for each day. For any work to be accepted late, students will need to contact the instructor as soon as possible, preferably before the assignment is due.

Graded in-class activities: Cannot be made up.

NO WORK WILL BE ACCEPTED MORE THAN ONE WEEK PAST THE DUE DATE.

Academic Honesty

Each student is expected to submit original and individual work. Cheating and plagiarism are not tolerated. Remember to cite any work that is not your own.

Please refer to the college's policy on cheating and plagiarism found in the College Catalog. Read it and understand it. Plagiarism is the use (either intentional or unintentional) of another's work or ideas and passing them off as your own. This includes copying other's exam answers, pirating information off the Internet, not citing sources correctly, or having another person do your work for you.

Attendance

Because this course emphasizes communication and live performances it is impossible for you to succeed in this course if you do not attend regularly. Please note that a portion of your grade comes from participation in class. Many in-class activities will be assigned and graded and so absences will impact final course grades. Consider coming to class each day in exactly the way you would consider showing up for work. It is important to inform your boss of illnesses and other necessary absences as soon as possible (preferably before the absence).

Support services

Writing Center: The Writing Center offers friendly assistance to help students improve their writing skills. Students may bring notes, prewrites, outlines, and drafts to the Writing Center and professionally trained writers will assist them in developing the skills necessary to become independent and effective writers. Students may call (567) 429-3628 to schedule an appointment; however, the Center welcomes walk-ins. The Center is located in Room 104 of the Center for Development Training at 1300 N. Cory St. Hours vary so visit the Owens Community College Web site for information.

Disability Resource Services Office: Individualized services and/or accommodations intended to ensure equal opportunity for all students are available at the Disability Resource Services Office. Anyone who may be eligible for services is encouraged to call (567) 661-7194.

Assignments

Assignments consist of individual and small group exercises. All assignments are due at the beginning of class on the listed due date.

All assignments and exams must be completed to get a passing grade for the course.

Two Individual Application Papers (25 pts each, 50 pts total)

The application papers are designed to help you better understand, integrate, and apply the course material. They involve applying the concepts we are learning in class to understand how we communicate with those around us (e.g., family, friends, sports team, work group). Each application paper should include a description of the concept or theory you wish to discuss from our text and your analysis of a specific situation applying the concepts of your interest. Papers should be 2-3 pages long.

Paper #1: Ch 1-5 (Concepts of Interpersonal Communication). **Due Feb. 25**

Paper #2: Ch 6-9 (Message production and expression). **Due Mar. 25**

Grading criteria: clarity of writing, coherence, integration of course material, and your critical thought about concepts from the course

Class Material Presentations (25 pts)

To allow students practice in communicating in group settings, each student will sign up for a chapter presentation. The presentations will be fairly informal and should focus on one concept from the material to be covered in class that the student found particularly interesting. Presenters are asked to "teach" other group members the concept in creative and engaging ways (skits, worksheets, Q&A, etc.)

Group Problem Project (125 pts)

Choose a problem at Owens, in your community, or hometown. Working in a group, find research that proves it is a problem, explores possible solutions, and proposes best solution(s).

A 6-page paper (50 pts) will be due from each group on **April 29** with a detailed outline (10 pts) due **April 22**. The final day of class each group will do a 6-10 min. presentation about their project (50 pts). The goal of the project is to work as a team to complete a project. We will include some in-class activities and as part of the project and a group log (15 pts) about how the group functioned.

Personal Log (50 pts)

In order to reflect on the reading material we do, students will be asked to keep a personal journal considering how information from our text and class discussions impacts their lives. Students should bring a one-page reflection to class each week based on the material assigned for homework. At the end of the semester each student should have 10 entries in their log. Logs may be taken up periodically.

Movie Analysis Paper (25 pts)

Each person will do a 2- to 3-page response to the film based on student observations and information covered in our text and class discussions. Due April 15.

In-Class Activities (100 pts)

At certain times during this course you will be asked to complete a combination of small group and individual assignments. These are comprised of mostly unannounced in-class activities. You will be notified in advance of any assignment that requires work outside of class. Classroom community grade will depend on your attendance and active participation during class discussions and activities. Perfect attendance does not guarantee highest points.

Exams (50 pts each)

There will be five individual exams in this course (50 pts each).

Final Grade

Two Application Papers	50 (2X25)	Grading Scale A = 100-90%; B = 89-80% C = 79-70% D = 69-60% F = 59-0%
Class Material Presentations	25	
Group Project and Presentation	125	
Personal log	50	
Movie analysis paper	25	
In-class Activities	100	
Tests	250 (5X50)	
<hr/> Total	<hr/> 625	

*Tentative Course Calendar**(assignments, due dates, and readings are subject to change as the course progresses)*

- Week 1 **Jan. 14** Intro course, syllabus; Introductions; 10 Principles of Effective Communicators
For homework: Check blackboard site for class; Read Chapters 1 and 2
- Week 2 **Jan. 21** Discuss communication models; culture, gender (chapters 1 and 2)
For homework: Read Chapter 3
- Week 3 **Jan. 28** Discuss self-disclosure; group formation (chapter 3)
For homework: Review for Exam 1
- Week 4 **Feb. 4** Exam 1 (chapters 1-3)
For homework: Read Chapters 4 and 5
- Week 5 **Feb. 11** Discuss perception; listening (chapters 4 and 5)
For homework: Read Chapter 6; Review for Exam 2
- Week 6 **Feb. 18** Discuss introduction to verbal and nonverbal messages (chapter 6); Exam 2 (chapters 4 and 5)
For homework: Read Chapter chapters 7-8;

- Week 7 **Feb. 25** Discuss verbal messages; nonverbal messages (chapters 7 and 8)
For homework: Read Chapter 9
- Week 8 **Mar. 4** Discuss conversational models (chapter 9)
For homework: Review for Exam 3
- Week 9 **Mar. 11** Exam 3 (chapters 6-9); Begin group work in class
For homework: Read Chapter 10
- Week 10 **Mar. 18 No class – SPRING BREAK**
- Week 11 **Mar. 25** Online Class – Discuss interpersonal relationships (chapter 10) online --
will post response
For homework: Read Chapters 11 and 12
- Week 12 **Apr. 1** MOVIE-12 Angry Men; Personal Log Due
*For homework: Read Chapter 13; Review Chapters 11 and 12; Complete movie
analysis paper*
- Week 13 **Apr. 8 No class – EASTER HOLIDAY**
- Week 14 **Apr. 15** Movie Analysis paper due; Discuss formation and maintenance of
interpersonal relationships; conflict resolution (chapters 11, 12 and 13)
For homework: Review for Exam 4 and Read Chapter 14
- Week 15 **Apr. 22** Exam 4 (chapters 10-13); Group leadership activity; Review for final; In-
class group work on final group problem presentation; Group problem presentation
outline due
For homework: Review for final exam; Prepare for group presentations
- Week 16 **Apr. 29** Final Exam (chapter 14); Group problem presentations; Group problem
project paper due
- Finals** Because this is a weekend class and we must wrap up before graduation, this class
will not meet during finals week, but will instead take our final on our last regular
class meeting.