

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title:

COMM 212: Interpersonal Communication

Credits: 3

Course Description:

Introduce fundamental concepts of communication between individuals. Explores aspects of self expression and relationship communication

Pre-/Co-requisites: None

Course Objectives:

Upon completion of this course the students should be able to:

1. Compare and contrast definitions of communication, human communication and interpersonal communication.
2. Discuss the principles and theories of interpersonal communication
3. Identify strategies that can improve communication effectiveness.
4. Define, compare, and contrast meanings of self-concept and self-esteem.
5. Discuss differences and similarities in verbal and nonverbal communication in different cultures.
6. Describe the relationship between words and meaning.
7. Describe the functions of nonverbal communication in interpersonal relationships
8. Compare and contrast the different types of interpersonal conflict
9. Explain how relationships are systems.
10. Describe how interpersonal relationships are developed.

Instructor:

Keri J. Keith

Office:

Thatcher Hall 205

Office Hours:

1:00 – 2:00 pm: Monday, Wednesday and Friday
2-3:00 pm: Tuesday and Thursday

Phone:

701-228-5624

Email:

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Lecture/Lab Schedule:

TBD

- **Textbook(s): Interpersonal Communication, 9th Edition. Beebe, Beebe, Redmond. ISBN: Print ISBN: 9780134890364, 0134890361**
- eText ISBN: 9780134875781, 0134875788

Course Requirements:

This course uses group discussion, exams, papers, lectures, textbooks, journal writing and group activities.

Journal Entries: Journaling is very important in this class. All Journal Entries will be due according to the schedule in Blackboard. So – watch the due dates closely. Journal Entries must be at least 2 pages (typed). Taking the time to truly examine communication exchanges will take time (and words) to fully explain. Incomplete journal submissions will lose points if they are not at least 2 full typed pages.

Available Points:

Journal Entries: 12 at 25 points each =	300 points
In Class Assignments	100 points
Exams: 4 at 100 points each	400 points
Final Paper and Presentation	150 points
Total:	950 points

Grading Scale

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Less than 60%	F

Tentative Course Outline

Wednesday Jan 13	Introduction & Course Syllabus
Friday Jan 15	Communication Style Inventory https://www.leadershipiq.com/blogs/leadershipiq/39841409-quiz-whats-your-communication-style#video
Monday Jan 18	No Class – MLK Day
Wednesday Jan 20	In Class Introductions – Getting to know each other.
Friday Jan 22	Discuss Quiz Results
Monday Jan 25	Chapter 1 Lecture
Wednesday Jan 27	Chapter 1 Lecture Journal: Page 28 Objective 1.1 or 1.2
Friday Jan 29	Chapter 2 Lecture
Monday Feb 1	Chapter 2 Journal: Page 58-59 Objective 2.1 or 2.5
Wednesday Feb 3	Chapter 3 Lecture
Friday Feb 5	Chapter 3 Lecture
Monday Feb 8	Review for Exam #1 Journal: Page 81 Objective 3.1 or 3.2
Wednesday Feb 10	Exam #1
Friday Feb 12	Chapters 4 Lecture

Monday Feb 15	No Class – President’s Day
Wednesday Feb 17	Chapter 4 Lecture Journal: Page 113 Objective 4.1 or 4.2
Friday Feb 19	Chapter 5 Lecture
Monday Feb 22	Chapter 5 Lecture Journal: Page 145 Objective 5.1, 5.2 or 5.3
Wednesday Feb 24	Chapter 6 Lecture
Friday Feb 28	Chapter 6 Lecture Journal: Page 177 -178 6.2, 6.6 or 6.7
Monday March 1	Review for Exam 2
Wednesday March 3	Exam 2 – Chapters 4-6
Friday March 5	Chapter 7 Lecture
Monday Mar 8	Chapter 7 Lecture Journal: Page 208 -209 7.1, 7.2
Wednesday Mar 10	Chapter 8 Lecture
Friday Mar 12	Chapter 8 Lecture Journal: Page 240-241 8.1 or 8.4
Monday Mar 15 NO CLASS	Spring Break!
Wednesday Mar 17 NO CLASS	Spring Break!
Friday Mar 19 NO CLASS	Spring Break!
Monday Mar 22	Review for Exam 3 (chapters 7,8,9)

Wednesday Mar 24	Exam #3
Friday Mar 26	Chapter 9 Lecture
Monday Mar 29	Chapter 9 Lecture Journal: Page 268-269 9.2 or 9.4
Wednesday Mar 31	Chapter 10
Friday April 2	No Class- Good Friday
Monday April 5	No Class – Easter Monday
Wednesday April 7	Chapter 10 Journal : Page 300 10.1 or 10.4
Friday April 9	Chapter 11
Monday April 12	Chapter 11 Journal: Page 332 11.1, 11.2, 11.3
Wednesday April 14	Chapter 12
Friday April 16	Chapter 12 Journal: Page 366-367 12.1, 12.2, 12.3, 2.4, or 12.5
Monday April 19	Review for Exam 4 (Chapters 10, 11, 12)
Wednesday April 21	Exam 4
Friday April 23	Final Project Assigned
Monday April 26	Final Project time
Wednesday April 28	Final Project time

Friday April 30	Final Project time
Monday May 3	Final Project Presentations
Wednesday May 5	Final Project Presentations
Friday May 7	Last day of class and wrap up

General Education Goals/Objectives:

Competency/Goal 6: Demonstrates Knowledge of Social Structures

Learning Outcome 1: Examines the Experience of the Individual

- Performance Indicator 1: Demonstrates knowledge of mental processes within humans
- Performance Indicator 2: Explains the developmental stages through which the human mind evolves

Learning Outcome 2: Examines the World of Human Diversity

- Performance Indicator 1: Examines a variety of cultures
- Performance Indicator 2: Identifies the varieties of human social groupings

Relationship to Campus Theme:

A focus on awareness of our impact in the world and on our environment. Discussion of utilizing new technologies to communicate and share information with small and mass groups of people. Students will also understand how to utilize these new ideologies and tools to their benefit, as well as the benefit of the world and society as a whole as emerging leaders.

Classroom Policies:

Absences and Assignment Due Dates: If a student must miss class, he/she must contact the instructor within 24 hours of the class period if they plan to make up work. Late assignments will be docked 10% per day late. This is the policy for all assignments in all circumstances. If you email me an assignment, you will get a reply from me to verify that I have received the assignment. If you do not get a receipt from me, I did not get the assignment. It is your job to ensure that I have received the assignment, so if you do not get a response from me within 24 hours of submitting your assignment by email, you need to resend the email. The assignment continues to lose 10% per day during this time.

Attendance Policy:

Attendance is incredibly important. Therefore, attendance will be taken each day in class. Attendance will be taken promptly at the beginning of class. You will earn 3 points each day for attendance. If you arrive within 5 minutes late you will earn 2/3 attendance points. If you arrive more than 5 minutes late you will earn 0/3 points.

If you are gone for a school sponsored event, please let me know ahead of time so that you do not lose attendance points.

Electronic Devices: Silence cellular phones, pagers, CD players, radios, and similar devices in the classroom and laboratory facilities. Reasonable laptop-size computers may be used in lecture for taking notes. If this is an IVN course, cell phone must be turned off at all times in class!

While students are presenting, phones should be put away or turned over on your table. If you are on your phone during a presentation you will be asked to put the phone away. If you are asked as second time, you will be asked to leave.

This class will be a place where all thoughts are welcome, no one fears sharing their opinion, and minds are open to new ideas. You have all EARNED the opportunity to be here by completing the same criteria, thus making you equals As emerging leaders, you are expected to show respect for each other's differences. Conflicting opinions are part of life and will create dynamic discussions. The instructor reserves the right to end these discussions and the participants will agree to disagree.

It is your responsibility to keep all assignments that are graded and handed back to you. In the case of a grade dispute, it is the student's responsibility to provide past assignments to confirm grades.

The syllabus is a living document that is subject to change. All assignments will be confirmed during the class prior to their due date. The instructor reserves the right to allow the class agenda to fluctuate as the course progresses. Please check BlackBoard for emails or changes to assignment due dates, information regarding school closure or class cancellations.

Student Email Policy: Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Integrity:

Plagiarism: To plagiarize is to "steal and pass off the ideas or words of another as one's own" (*Webster's Dictionary*). **Plagiarism will not be tolerated in this course.** When completing a research paper, it is necessary to cite all information gathered from other sources - including direct quotations and paraphrases - within the text of the paper using parenthetical notes at the end of the documents in a works cited list. A handout regarding the MLA guidelines is available at the writing center if you would like further information. Students are expected to follow MLA guidelines for the research paper. If you have any questions - please contact myself or go to the learning center for more information. **Students found plagiarizing material will receive a "0" for the assignment.**

Cheating: Cheating will not be tolerated. Any student found to be cheating will receive a 0 on the assignment, an additional incidence of cheating will result in the student being dismissed from the course.

Disabilities and Special Needs:

If you have any condition, such as a physical or learning disability, for which you need extra assistance, please inform me immediately. If you have already met with Student Development personnel, please provide me with information regarding your special needs as soon as possible so that appropriate accommodations can be made.