

## WELCOME TO COMMUNICATION FUNDAMENTALS 231

Students,

Communication Fundamentals is the best class you could possibly have scheduled. It will offer you the “Life Skills” necessary to communicate your competencies.

The class is divided into two sections. We begin with the Intrapersonal/Interpersonal Communication portion that will create an awareness of communication difficulties and help develop strategies to facilitate the practice of needed skills. We will then investigate patterns, problems and solutions in this field of study.

We will then focus our attention on the public address section of our class. This portion will offer students the ability to understand the methodologies in preparing a presentation. Most importantly, we will devote a great deal of emphasis on feeling comfortable and confident when addressing and audience.

Overall, I believe you will find this class well worth your efforts. My goal is to have students look forward to coming to class and have them exit with a firm and practiced based knowledge of communication and public address practices.

I am glad you have joined us,

Greg

## COMMUNICATION FUNDAMENTALS 231

Instructor: Greg Meschke

Phone: 592-4246 meschkegregr@jccmi.edu or gmeschke@msn.com

### Grades and Expectations

1. All in-class assignments are point totaled
2. You will critique 2 Journal Articles (20 pts. each) Written/Oral.
3. You will be responsible for a SEMESTER PROJECT (30 pts.)
4. Expectations include reading ONE additional self-selected text.
5. All speeches and assignments are evaluated using a point system.
6. I DO NOT ACCEPT ANY LATE ASSIGNMENTS
7. We will use the following scale:

Total % of points	Grade	Total % of points	Grade
100-92	4.0	74-70	2.0
91-86	3.5	69-65	1.5
85-80	3.0	64-60	1.0
79-75	2.5	59-55	0.5

9. Please be familiar with JC's policies regarding:  
HJV  
Attendance  
Academic Honesty  
Withdrawal

Please contact me with any special circumstances I may need to be aware of.

### Points of Consideration

Participation

Attendance

HJV Reporting

JCC COMMUNICATION FUNDAMENTALS 231

SEPT 3	INTRO TO CLASS INTRO TO REP SYSTEMS NLP/REPRESENTATIONAL SYSTEMS ASSIGN: MODALITY TESTING
SEPT 5	MODALITY TESTING DISCUSSION SELF-CONCEPT ASSIGN: CHANGE-LIFE PLAN
SEPT 10	JOHARI WINDOW THEORY FRIENDSHIP RELATIONS SURVEY INTRAPERSONAL COMMUNICATION SELF-CONCEPT ASSIGN: JOURNAL #1
SEPT 12	JOURNAL #1 DUE DISCUSSION DRAWBRIDGE EXERCISE DRAWBRIDGE CONCLUSION INTERPERSONAL COMMUNICATION ASSIGN: PROBLEM SOLVING RULES JOURNAL #2
SEPT 17	JOURNAL #2 DUE NON-VERBAL GROUP PRESENTATIONS
SEPT 19	INTRO TO PUBLIC ADDRESS INTROS USING NOTE CARDS ASSIGN: MOST PRIZED POSSESSION
SEPT 24	PRESENTATIONS DUE BODY/CLOSING ASSIGN: NOUN PRESENTATION
SEPT 26	PRESENTATIONS DUE HAPPINESS VIDEO ASSIGN: HAPPINESS PRESENTATION
OCT 1	PRESENTATIONS DUE WITH NOTE CARDS ASSIGN: DEMO PRESENTATION

OCT 3	DEMONSTRATION PRESENTATION ASSIGN: BOOK REVIEWS
OCT 8-10	BOOK REVIEWS ASSIGN: SEMESTER PROJECTS
OCT 15-17	SEMESTER PROJECTS
OCT 22	FINISH SEMESTER PROJECTS EVALUATIONS

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