

## Interpersonal Communication

COM 240.H81

Thurs. 6:00pm-9:38pm

Location – Hillsdale, 12

*“To effectively communicate, we must realize that we are all different in the way we perceive the world and use this understanding as a guide to our communication with others.”*



*~Tony Robbins*

Instructor: Todd Shayler

E-mail: [tms Shayler@albion.edu](mailto:tms Shayler@albion.edu)

Cell Phone: (269) 366-8659

Office Hours: By Appointment

### COURSE OBJECTIVES

Students will learn to improve communication in one-on-one and small group situations. In this course, students will examine basic verbal and non-verbal elements affecting communication between individuals in family, peer group and work contexts. Specific units of discussion include intrapersonal perspective, conflict resolution, self-disclosure, message generation, intercultural messages and nonverbal communication.

***Prerequisites: ENG 085\* and ENG 090\****

### READINGS

Devito, J. A. (2017). *Interpersonal messages*, 4<sup>th</sup> ed. Boston, MD: Pearson.

*This text is available in print and digitally at the bookstore and online.*

Additional readings may be required and will be supplied in class or in course assignments.

### COURSE POLICIES

**Attendance:** It is expected that you attend class punctually and regularly. Many graded assignments and activities will be presented ONLY during class meeting times. Missing a substantial number of classes will hinder your ability to do well in this course. In-class activities and assignments will not be able to be made up regardless of the nature of the absence. A student with extenuating circumstances for an absence may choose to present a valid argument face-to-face with the instructor. The instructor

reserves the right to grant legitimacy to the extenuating circumstances being outside of the student's direct control on a case-by-case basis and may choose to offer the student an extra-curricular assignment to make up for lost points, but this exception will be rare.

Each student is responsible for recording her/his attendance for each class. I will provide a sign-in sheet for you at the beginning of each class. **If you do not sign-in, you will be counted absent. If you are more than 10 minutes late to class or leave before class is dismissed, you will be counted absent.**

Attendance and participation in this course will be counted as 10% (100 points) of your final grade. Attendance and participation is a requirement of this course and is more than simply showing up and occupying a seat. You should come to classes prepared to discuss course content and engaged to ask questions and contribute to course discussions. Your engaged and active attendance in this course will effect your final course grade in the following manner:

- 0 absences – 100 pts
- 1 absence – 75 pts
- 2 absences – 50 pts
- 3 absences – 25 pts
- 4 or more absences – 0 pts

**Cell Phones:** Cellular technology can be a great tool, but the use of this technology is prohibited in this class for any reason. Cell phones **MUST** be turned to silent or off during class. Failure to follow this policy will result in you being asked to leave class and a subsequent loss in attendance and participation points.

**Contacting the Instructor:** Email is always the best way to contact me. However, it is important to note that I am not stationed at a computer 24/7 waiting to respond to emails. I will often respond to all emails within a couple of hours of receiving them, however, it should be noted that on occasion it may take up to 24 hours for me to be able to provide a response depending upon what time you sent the email, etc. Therefore it is always important to plan ahead anticipating questions regarding readings, assignments, etc. and bring about those questions during class time or during pre-arranged office hours appointments.



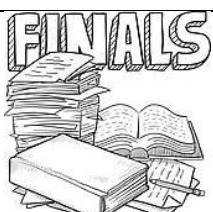
I do understand that last minute emergencies and questions do arise. And I have provided my cell phone number for such occurrences. But please use my cell phone as a means of contact in a true emergency only and understand that emergencies are very rare situations that are out of your control and could not have been prevented by pre-planning and proactivity.

**Late Work:** Late work is **NOT ACCEPTED** in this course. All course assignments are due at the beginning of class on the date they are due.

### **COURSE CALENDAR**

All reading assignments should be completed prior to coming to class on the date each chapter will be discussed. Students are expected to come to class having read the material and be prepared to ask questions and participate in discussions relating to chapter content.

All assignments are due at the beginning of the class on the date listed. No late assignments will be accepted. **All assignments MUST be given to the instructor in-person and in-class. No emailed assignments will be accepted for credit unless otherwise instructed to do so.**

<u>Class Meeting Date</u>	<u>What We're Covering/Reading Assignments Due</u>	<u>Readings (Due Tuesdays)/Activities (Due Thursdays) Due</u>
October 31, 2019	Introductions Chapter 1: Foundations of Interpersonal Communication Chapter 2: Culture and Interpersonal Communication	 <small>© Can Stock Photo - csp7909020</small>
November 7, 2019	Chapter 3: Perception of Self and Others Chapter 4: Listening in Interpersonal Communication	Knowledge Check #1
November 14, 2019	Chapter 5: Verbal Messages Chapter 6: Nonverbal Messages	Knowledge Check #2 Paper #1
November 21, 2019	Chapter 7: Emotional Messages	Midterm Exam – Due on JetNet (Chapters 1-6) Knowledge Check #3
November 28, 2019	HAPPY THANKSGIVING!!!	 <small>FreePress</small>
December 5, 2019	Chapter 8: Conversation Messages Chapter 9: Interpersonal Relationships	Knowledge Check #4
December 12, 2019	Chapter 10: Interpersonal Relationship Types & Theories Chapter 11: Interpersonal Conflict Management	Knowledge Check #5 Paper #2
December 19, 2019	Final Exam	

## ASSIGNMENTS

Unless otherwise indicated in the assignment directions, ***all assignments are to be typed, double-spaced in 12pt Times New Roman font, and stapled.*** Point deductions will be taken for any assignment turned in that does not follow this format.

**Knowledge Checks** (5 each at 40 pts): Knowledge checks are due as indicated in the course calendar and may consist of in-class quizzes, role-play, or modeling, or out-of-class assignments. In-class knowledge checks will be distributed in-class on the day they are due. Out-of-class knowledge checks will be distributed in-class one week prior to the date they are due. Therefore, if a knowledge check is listed as due on a particular day and a knowledge check assignment was not handed out in class the previous week, you should expect to receive a quiz, role-play, or modeling activity in-class on that due date.

**Paper #1** (150 pts): Your first writing assignment in this class will be a 3-4 page research paper examining the differences/similarities in the ways that men and women communicate. You will be asked to either 1) examine personal advertisements for the ways in which men and women communicate when seeking a relational partner, considering both hetero- and homosexual roles, or 2) examine magazines targeted towards specific gender roles and determine trends used to drive particular language content within a given genre. This paper will require research from a minimum of 2-3 scholarly sources to substantiate your claims. More explicit instructions on this assignment will be handed out in class closer to the due date.

**Paper #2** (150 pts): Your last writing assignment will be a 3-4 page research paper examining relationship formation and dissolution. We will watch a movie in class and trace the stages of relationship development and dissolution using Knapp's model. Then, you will apply research from a minimum of 2-3 scholarly resources to substantiate claims made from your observations in the movie. More explicit instructions on this assignment will be handed out in class prior to it being due.

## GRADES

Attendance and Participation – 100 pts – 10%	900-1000 pts – 4.0
Weekly Knowledge Checks – 200 pts – 20%	860-899 pts – 3.5
Paper #1 – 150 pts – 15%	800-859 pts – 3.0
Paper #2 – 150 pts – 15%	750-799 pts – 2.5
Midterm Exam – 150 pts – 15%	700-749 pts – 2.0
Final Exam – 250 pts – 25%	650-699 pts – 1.5
	600-649 pts – 1.0
	Below 600 pts – 0.0

*\*This syllabus is subject to change to meet the needs of the course as determined by the instructor. Advanced notice of changes will be given in class when appropriate.*