

**COMM 1311.95L ONLINE
INTRODUCTION TO COMMUNICATION**

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Office Hours: Email, telephone appt. or in-person on Tuesday's 1:00pm-4:30 pm	Class: ONLINE

Course Textbook (available as an e-textbook)

Beebe, S. A., Beebe, S. J., & Ivy, D. K. (2009). *Communication: Principles for a Lifetime* (6th ed.). Boston: Pearson. (Available at Bookstore, or as an e-textbook online)
ISBN 0133753824
ISBN-13: 9780133753820

Course Description: COMM 1311 is designed to showcase the communication studies discipline by introducing basic human communication principles in a variety of contexts including interpersonal, small group, and public speaking. In this ONLINE course, students will learn how to adapt and deliver verbal and nonverbal messages to communicate effectively with family, friends, and coworkers. In short, COMM 1311 will prepare students to be effective communicators in their personal and professional lives.

COMM 1311 Learning Objectives

After completing COMM 1311, students will be able to:

1. Understand and apply the five principles of human communication.
2. Value and recognize the five principles of human communication during personal and professional conversations.
3. Analyze and manage interpersonal conflict effectively.
4. Engage in effective group/team communication.

Departmental Learning Objectives

For those majoring in Communication, upon completing all of your course work, you will be able to:

1. Apply cognitive and behavioral skills in critical listening and thinking within multiple venues of human communication.
2. Exhibit an appreciation and tolerance for the culturally diverse patterns in which humans communicate.
3. Effectively implement ONLINE competent verbal and nonverbal communication behaviors in various situations—one-to-one, one-to-a few, and one-to-many—for different purposes—to inform, to persuade, to entertain.
4. Demonstrate ethical communication practices.
5. Assess your own level of communication competence and critique others' level of performance in verbal and nonverbal communication.
6. Demonstrate knowledge and understanding of information (i.e., concepts, principles, theories, critical issues, problems and behaviors).
7. Demonstrate effective research skills using professional journal articles, and other academic or substantial, credible sources.

8. Use discipline-appropriate technology applications, such as library databases, computer applications, Internet research, non-print media, multi-media applications, desktop publishing, Blackboard, course-based electronic communication, etc.) in preparation and presentation of course projects.

Course Textbook

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Course Requirements

Course Requirements	Points
1. Persuasive Speech Video (Uploaded)	50
2. 5 Reflection Papers (5x20 points each)	100
3. 5 Reading Quizzes (5x20 points each)	100
4. Discussion Board (2x25 points each)	50
5. Two Examinations	
Exam #1 (Chapters 1-6) Multiple Choice	100
Exam #2 (Chapters 7-9) Multiple Choice	100
Total Points	500

Grades will be distributed in the following manner:

450 – 500 = A; 400 – 449 = B; 350 – 399 = C; 300 – 349 = D; and 000 – 299 = F

Reflection Papers: After reading the assigned texts, please complete to the reflection questions. The questions are intended to get you to synthesize, evaluate, and extend your knowledge and understanding of the materials you have read. To receive credit for class participation, you must provide a personal response to the question/s. Please note that both quantity and quality are important when completing this assignment. Five reflection papers worth 20 points each.

Reading Quizzes: You are expected to read assigned materials and to be prepared for quizzes. Reading quizzes are short quizzes over the assigned reading that will be a regular part of this course. Five reading quizzes worth 20 points each.

Discussion Board Activity: Participation is required. In addition, feedback to 2 or 3 classmates about their discussion board posting is also required. Responses must be complete sentences and at least 2 paragraphs long. Two Discussion Board activities worth 25 points each.

Persuasive Speech Presentation/Video Upload(this is due at the end of the semester). You will be required to select a topic of your choice that is a persuasive related topic. You have to make certain to first understand persuasive speaking and be able to support your message with credibility, logic and emotion. Make certain that this message is well organized, and that it relates to people. This will be a short 4-6 minute video. This does not have to be a professional made video. Please use video recording tools/equipment that are available/accessible to you. This video is worth 50 points.

Examinations. You will take two ONLINE exams. Each exam is multiple choice format, objective based and timed. Study guide questions for each chapter will be provided. Answering these study guide questions as you work through the chapters will prepare you for the exams. Each exam includes 50 multiple-choice items with each item being worth two points.

Course Requirements, Policies. and Assumptions

ONLINE Class Behavior. Any disruptive behavior ONLINE will be considered grounds for being dropped from the class.

Completion of Assignments. It is assumed that you will turn your assignments in on time.

Note: No late work will be accepted.

Writing Policy. All written work must be typed, double-spaced and meet the criteria for college-level writing. The journal answers and presentation outline should not only meet the criteria specified in the assignment descriptions but also be coherent, organized, and grammatically correct. Please utilize the writing center. Do not turn in a paper or outline that has not been reviewed by someone else other than yourself. Ask the writing center, friends, or family members to check for punctuation, spelling, grammar, organization, and overall clarity of the paper or outline.

Special Considerations. If you have a documented disability (physical, psychological, learning, or other disability which affects your academic performance) and would like to receive academic accommodations, please inform your instructor and contact Student Accessibility Services to schedule an appointment to initiate services. It is recommended that you schedule an appointment with Student Accessibility Services before classes start. However, accommodations can be provided at any time. Brownsville Campus: Student Accessibility Services is located in Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at ability@utrgv.edu. Edinburg Campus: Student Accessibility Services is located in 108 University Center and can be contacted by phone at (956) 665-7005 (Voice), (956) 665-3840 (Fax), or via email at ability@utrgv.edu.

Scholastic Integrity. As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating, plagiarism, and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to the Dean of Students.

Sexual Harassment, Discrimination, and Violence. In accordance with UT System regulations, your instructor is a “responsible employee” for reporting purposes under Title IX regulations and so must report any instance, occurring during a student’s time in college, of sexual assault, stalking, dating violence, domestic violence, or sexual harassment about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at www.utrgv.edu/equity, including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free from sexual misconduct and discrimination

Mandatory Course Evaluation. Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (<http://my.utrgv.edu>); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades.

STUDENT SERVICES: Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Students Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email (ucentral@utrgv.edu) or telephone: (888) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor's office hours. University Resources include the Learning Center, Writing Center, Advising Center and Career Center. The centers provide services such as tutoring, writing help, critical thinking, study skills, degree planning, and student employment. Locations are:

- Learning center: BMSLC 2nd Floor (Brownsville) or ELCTR 100 (Edinburg)
- Writing center: BLIBR 3.206 (Brownsville) or ESTAC 3.119 (Edinburg)
- Advising center: BMAIN 1.400 (Brownsville) or ESWKH 101 (Edinburg)
- Career center: BCRTZ 129 (Brownsville) or ESSBL 2.101 (Edinburg)

Calendar of Activities

The UTRGV academic calendar can be found at <https://my.utrgv.edu/home> at the bottom of the screen, *prior to login*.

Tentative Fall 2018 Course Schedule

The UTRGV academic calendar can be found at <http://www.utrgv.edu/en-us/student-experience/calendars/index.htm>. Please visit the website for important dates on the semester.

Week	Topic	Have Read/View/ Due
Week 1 Starting August 27th	Syllabus, Student Introductions (ONLINE)	Introductions & Syllabus Post your introduction and introduce yourself and provide feedback to 3 of your classmates (Due by end of day on Sept. 9 th).
Week 2 September 3rd	Introductions Continue Chapter 1: Foundations of Human Communication	Read Chapter 1 and Review PPT for Chapter 1 Journal Reflection 1
Week 3 September 10th	Chapter 2: Exploring Self Awareness & Communication	Read Chapter 2 and Review PPT for Chapter 2 Quiz 1
Week 4 September 17th	Chapter 3: Understanding Verbal Messages	Read Chapter 3 and Review PPT for Chapter 3 Journal Reflection 2
Week 5 September 24th	Chapter 4: Understanding Nonverbal Messages	Read Chapter 4 and Review PPT for Chapter 4 Quiz 2 Discussion Board 1

Week 6 October 1st	Chapter 5: Listening and Responding	Read Chapter 5 and Review PPT for Chapter 5 Journal Reflection 3
Week 7 October 8th	Chapter 6: Adapting to Others	Read Chapter 6 and Review PPT for Chapter 6 Quiz 3
Week 8 October 15th	Mid-Term Exam this week	Mid Term Exam This Week (Chapters 1-6)
Week 9 October 22nd	Chapter 7: Understanding Interpersonal Communication	Read Chapter 7 and Review PPT for Chapter 7 Journal Reflection 4
Week 10 October 29th	Chapter 8: Enhancing Interpersonal Relationships	Read Chapter 8 and Review PPT for Chapter 8 Quiz 4 Discussion Board 2
Week 11 November 5th	Chapter 9: Understanding Group and Team Performance	Read Chapter 9 and Review PPT for Chapter 9 Journal Reflection 5
Week 12 November 12th	Chapter 10: Enhancing Group Performance	Read Chapter 10 and Review PPT for Chapter 10 Quiz 5
Week 13 November 19th	Chapters 11, 12 & 13	Begin preparing persuasive speech outline and video Nov. 22 nd -24 th : Thanksgiving Holiday
Week 14 November 26th	Persuasive Outline & Video Prep Week	Continue preparing persuasive speech outline and video
Week 15 December 3rd	Outline & Video DUE	
December 7-13	Final Exams Week	FINAL EXAM—Chapters 7-10 Due Wednesday, December 12, 2018 (end of day, 11:59pm)
December 14 th and 15th	Commencement (Brownsville & Edinburg)	