

JEFFERSON COLLEGE

COURSE SYLLABUS

COM100H

HONORS FUNDAMENTALS OF COMMUNICATION

3 Credit Hours

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COM100H Honors Fundamentals of Communication

I. CATALOGUE DESCRIPTION

- A. Course Prerequisites: Honors Program Admission and Reading Proficiency
- B. 3 semester credit hours
- C. Honors Fundamentals of Communication explores interpersonal, small group, computer mediated, and public communication through a combination of collaborative learning strategies. Students will demonstrate an understanding of personal communication concepts through internet exploration, class discussions, and group projects and presentations. Students will learn to analyze personal communication competencies, identify challenges to effective communication, and devise strategies to manage the challenges. Public communication concepts will be demonstrated through a persuasive speech presentation. Honors Fundamentals of Communication will fulfill the Communication requirement for the Associate of Arts degree and fulfills part of the requirement for an Honors Certificate or Honors Diploma. Students cannot apply both COM100 and COM100H toward graduation. (F,S)

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

COM100H Expected Learning Outcomes	Assessment Measures
Explain the process of transactional communication	Classroom discussion Written assignments
Explain the concept of perception	Classroom discussion Exam Article summaries
Compare and contrast the concepts of verbal and nonverbal communication	Classroom discussion Exam Written assignments Article summaries
Explain the steps involved in the listening process	Classroom discussion Exam Written assignments
Explain self-disclosure and the risks/benefits involved	Classroom discussion Exam Written assignments
Demonstrate an understanding of the nature of relationships	Classroom discussion Exam Written assignments
Explain relationship development	Classroom discussion Exam Written assignments

Identify and explain types of conflict and conflict management	Classroom discussion Exam Written assignments Article summaries
Present a persuasive speech to an audience	Oral Presentation Written Assignments Peer and Self Evaluation
Demonstrate an understanding of group dynamics and roles	Classroom discussion Exam Group Project
Explain the concepts of dominant culture and co-culture	Classroom discussion Group project and presentation
Demonstrate an understanding of Hofstede's cultural dimensions	Classroom discussion Exam Article summaries
Identify and explain the barriers to effective intercultural communication	Classroom discussion Exam Group presentation

III. OUTLINE OF TOPICS

- A. Elements of Communication
1. Identify the elements of the transactional model of communication
 - a. Sender and Receiver
 - b. Message
 - c. Channel
 - d. Feedback
 - e. Context
 - f. Noise
 2. Describe ethical implications of communication
 3. Describe the perception process
 4. Differentiate between the aspects of self-concept and self-esteem
 5. Describe the ways language affects communication
 6. Identify the types of nonverbal communication
 - a. Kinesics
 - b. Vocalics
 - c. Proxemics
 - d. Chronemics
 - e. Self-Presentation
 7. Describe the effects of nonverbal communication on meaning
 8. Describe the listening process
 - a. Attending
 - b. Understanding
 - c. Remembering
 - d. Evaluating

- e. Responding
- 9. Identify poor listening habits and explain alternatives

B. Interpersonal Communication

- 1. Define culture
 - a. Differentiate between dominant and co-culture
 - b. Identify contributors to co-culture
- 2. Describe the four major dimensions affecting intercultural communication
 - a. Individualism-Collectivism
 - b. Uncertainty Avoidance
 - c. Power Distance
 - d. Masculinity-Femininity
- 3. Identify barriers to intercultural communication
- 4. Differentiate between the different types of relationships
 - a. Acquaintance
 - b. Friendship
 - c. Close Friends
 - d. Intimates
- 5. Explain the ways in which relationships develop
- 6. Identify types of conflict in relationships
- 7. Explain types of conflict management

C. Public Communication

- 1. Choose and develop a topic for oral presentation
- 2. Organize and develop supporting ideas for the topic
- 3. Identify presentational skills
- 4. Explain the research process
- 5. Describe the nature of persuasion
- 6. Present a persuasive speech to an audience

D. Group Communication

- 1. Define the nature of groups
- 2. Describe group roles
- 3. Identify decision-making strategies

IV. METHODS OF INSTRUCTION

- A. Instructor Lectures
- B. Group Discussions
- C. Student Seminars
- D. Oral Presentations
- E. Videos

V. REQUIRED TEXTBOOK

Verderber, Kathleen S., Rudolph Verderber, and Deanna Sellnow. *Communicate!*, current edition, Wadsworth Cengage Learning.

VI. REQUIRED MATERIALS

Textbook
Journal

VII. SUPPLEMENTAL REFERENCES

Current Library Resources

VIII. METHOD OF EVALUATION

- A. Written Exams
- B. Writing Assignments
- C. Article Summaries
- D. Group Project and Presentation
- E. Persuasive Speech Presentation
- F. Classroom Discussion

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services in the Library, phone 636-481-3169.

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see college website, http://www.jeffco.edu/jeffco/index.php?option=com_weblinks&catid=26&Itemid=84)

XI. ATTENDANCE POLICY

Students earn their financial aid by regularly attending and actively participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.