

Communication Studies 121: Process of Interpersonal Communication

West Los Angeles College

Instructor: Brad Lemonds • email: BradL2001@aol.com. From now on, contact me through ETUDES.

[please put YOUR NAME -- Communication Studies 121 + Section Number in the subject line.]
JOHN DOE - Speech 121 - (0000)

The best way to contact me is through the Private Message in ETUDES.

It's in the Discussion and Private Messages on the left side of the ETUDES screen. However, if you can't sign-on to the ETUDES website use my AOL account as a "911" for help.

Starts: **August 26, 2013**

Ends: **October 20, 2013**

Final Assignment should be submitted by **11pm Friday, October 18, 2013.**

CATALOG COURSE DESCRIPTION This is an advanced course in the analysis of the principles and significance of interpersonal social interactions in all areas of life. Perception, building positive relationships, personal disclosure, self-fulfilling prophecies, effective listening, communication apprehension, verbal and non-verbal communication, the impact of gender and culture on communication, expressing emotion, assertiveness, aggression, and conflict management will be examined.

This class focuses on one-to-one and small group communication. The course develops an awareness of the difference between effective and poor communication.

OBJECTIVES AND SKILLS

After successfully completing this course students should be able to:

- (1) Employ persuasive techniques
- (2) Distinguish differences in gender communication
- (3) Employ effective interpersonal communication
- (4) Demonstrate empathy

Institutional Student Learning Outcomes

At end of the course, the successful student will be able to explain and analyze the stages of close interpersonal relationships.

TEXTBOOK: Devito, Joseph A., **The Interpersonal Communication Book, 13th Edition.**

The WLAC Bookstore should have it in stock. However, I don't care where you purchase your textbook.

CHAPTERS READINGS:

Wk1	Foundations of Interpersonal Communication	Ch01
Wk2	Culture of and Interpersonal Communication	Ch02
Wk3	Perception of the Self and Others in Interpersonal Communication	Ch03
	Listening in Interpersonal Communication	Ch04
Wk4	Verbal Messages	Ch05
	Nonverbal Messages	Ch06
Wk5	Emotional Messages	Ch07
	Conversational Messages	Ch08
Wk6	Interpersonal Relationships Stages, Theories and Communication	Ch09
	Interpersonal Relational Types	Ch10
Wk7	Interpersonal Conflict and Conflict Management	Ch11
	Interpersonal Power and Influence	Ch12
Wk8		

****MAKE SURE YOUR INTERNET BROWSER IS THE LATEST AVAILABLE.**

Written Assignments should be 1 to 2 pages in length. Assignments are due on Fridays at 11pm, you will have one week to complete most assignments. If the computer marks your assignment as late, 15 points will be deducted from your grade. There are two exceptions: The Assignment 1 is due the second week of class and Test 3/Final is due on the last Friday of the class.



However, I will accept late assignments for 24 hours after the due date. If you fail to turn in two consecutive assignments by the "late date," you may be dropped from the class.

When submitting your work -- indent paragraphs. It's so much easier for me to read, also double space between paragraphs. My instructor's comments are below, when you look at your returned work.

Paragraphs can be single spaced, if you double space, that's okay too. Some instructors want that, however, I'll usually put "my two cents" in the Instructor Comment window.

I have found ETUDES works better in the morning. Fewer users are on the site. So you might want to adjust your schedule to do your online work early in the morning.

STUDENT DECORUM: Professionalism and courtesy is not only expected, it's required. Even though the class is online, you must be civil in your writings. You may comment on your classmates' work in the Discussion Section, but being overly critical is not permitted.

All Emails and Private Messages should be respectful to everyone in the class.

ASSIGNMENTS:

#WK2	Assignment 1 - Observation	100 pt
#WK3	Assignment 2 - Crash	100 pt
#WK4	Assignment 3 - Test 1	100 pt
#WK5	Assignment 4 - When Harry Met Sally	100 pt
#WK6	Assignment 5 - Test 2	100 pt
#WK7	Assignment 6 - Inviting or Discouraging Conversation	100 pt
	Assignment 7 - Communicating Change	100 pt
#WK8	Assignment 8 - Test 3/Final	100 pt
	Assignment 9 - Discussion/Forum	100 pt
	Assignment 10 - Class Participation/Decorum	100 pt
	Total Points	1000 pt

GRADING SCALE

1000-900 = A

899-800 = B

799-700 = C

699-600 = D

599-000 = F

After completing each written assignment drop into the Discussion Section, place a SUMMARY of what you learned and discovered and read the comments of your classmates.

If you are having trouble with the assignment, you are probably not alone. Check out the Discussion Section and you might find the answer.

Read what your classmates have written. You may comment on their summaries. But we want the forum to be respectful and professional. In other words, play nice, no fighting. Even though this is a virtual class, it's still first and foremost a classroom.

PLAGIARISM Plagiarism is presenting somebody else's words or ideas as one's own. Acts of plagiarism in this course will result in an immediate failing grade and the incident will be reported to the Department Chair.

NOTE Completion of all assignments is mandatory for a passing grade.

* The instructor reserves the right to change the course outline or course requirements, due class size student needs.

** If you have a documented disability and wish to discuss academic accommodations; please contact me as soon as possible.

***It is also YOUR RESPONSIBILITY to DROP or WITHDRAW from the class if you stop participating in the course.

ASSIGNMENTS - COMMUNICATION STUDIES 121

Assignment 1

Go to The Course Map on the left hand side of the page. Click on Module 1 and then go on to Tasks, Tests and Surveys on the left column of the ETUDES screen.

REMEMBER - ALWAYS INCLUDE THE QUESTIONS WITH YOUR ANSWERS.

In Assignment 1 - CLICK on the "Magnifying Glass/A" Icon and you will find the following:

Go to a meeting place, i.e., cafe, coffee shop, etc. Observe the interaction of the people. What do you see? How do they act?

After you have completed your field observation, come back into ETUDES, and write your findings here in the Assignment section.

IT IS BEST IF YOU WRITE ALL OF YOUR WORK OFF-LINE IN A WORD DOCUMENT. COPY YOUR TEXT >> Then Click on the "Clipboard T" in the text editor. This will open up another window. PASTE YOUR TEXT into the smaller window. >> Then click >> OKAY.

Once your text is in the Assignment Window you may need to format the copy into paragraphs [indent] and pick a better font style and size:

NEW TIMES ROMAN and 14-POINT FONT works for me.

What different types of relationships do you see taking place? Business, romantic, friendships, etc. Record the differences in the interactions.

Then go to the Discussion Section and find out what others saw and share your observations . [All essay assignments have a discussion component.]

Assignment 2 - Crash

Go the Course Map read Module 2 then go to ATS and follow the instructions in Assignment 2.

CRASH is a movie about interpersonal relationships in Los Angeles. It was awarded the Oscar for Best Picture in 2005. If you haven't seen it or need a refresher, watch the movie again, but with a different perspective. Look at how the characters and their interpersonal relationships with others deal with the events in the movie. However, you can still eat popcorn while you watch the movie. You can find Crash on Netflix and watch it instantly.

Answer the following questions: (Explain, give three examples.)

1. How are interpersonal relationships portrayed? Positive/Negative.
2. How do characters deal with conflict?
3. How does race and ethnic differences change interpersonal relationships in the movie?

If you missed a character or actor's name. Check out IMDB. Internet Movie Database.

<http://www.imdb.com/title/tt0375679/>

Once you've finished your assignment, place your synopsis in the Discussion Section.

Assignment 3 - Test 1

Go to Course Map - Assignment 3 - Test 1. 90 minutes time test, over Chapters 1-4.

Assignment 4 - When Harry Met Sally

Go to the Course Map. Module 4, read the instructions and then go Assignment 4.

Watch the movie "When Harry Met Sally" and answer the following questions:

1. What kind of body language do you perceive in the main characters?
2. Are there times when the characters are giving mixed messages from what they are saying? Do you think that's true in real life?
3. Do you think the characters changed in the movie or do you think the characters learned to live with the other's "character flaws" or eccentricities?
4. How about in real life, do "we" learn to "read" the people around us?

When Harry Met Sally -- IMDB.COM Link:

<http://www.imdb.com/title/tt0098635/>

Please include the questions with your answers.

Don't forget to go to the Discussion Section and add your comments.

Go to Course Map - Assignment, Tests and Surveys. Assignment 5 - Test 2. It's a 90 minute timed exam. 50 questions, over Chapters 5 through Chapter 8

ATTENTION - Assignments 6 & 7 are due on the same date!!

Assignment 6 - Inviting or Discouraging Conversation

Kendra is sitting alone, working on her laptop. A friend, Lori comes into the room and Kendra lets Lori know that she'd rather be left alone, but later on, she welcomes the interruption. Watch the video to see how, in both cases body language, eye contact, and other nonverbal cues communicate the message.

Go to CourseMap>>Module/Assignment 6 - To watch the video: Inviting or Discouraging Conversation.

After viewing Kendra and Lori's conversation answer the following questions. Write your answers in WORD. Go to Assignment, Tests, and Surveys (ATS), then submit them along with the questions in Assignment 6.

1. In Choice #1, what are some of the messages that both Kendra and Lori are communicating nonverbally?
2. In Choice #2, what could both women have done to make their nonverbal messages more effective?
3. Clearly miscommunication has occurred between these two women. What are some of the things that both women could have done differently to avert this understanding?

Assignment 7- Communicating Change

Tobin, the manager of a small firm, has called his team leader meeting. There are going to be some unpopular changes in the work teams, and each leader will be responsible for giving the news to their respective teams.

In the videos, you can see how Tobin's emotional state affects the choices he makes about how to deliver the message.

Go to CourseMap>>>Module7/Assignment 7 to watch the Communicating Change.

After viewing the outcome of Tobin's choices in his discussions with his employees, consider the following questions for in-class discussion. Submit in Assignments, Tests, and Surveys. **Don't forget to include the questions.**

1. Tobin's emotional state directly affects the messages he delivers and how it is received.
2. How does Tobin's ton and word choice affects how information is received?
3. What strategies can Tobin use to appear both authoritative and trustworthy?

Assignment 8 - Test 3 Go to CourseMap - Assignment 8 - Test. It's the final exam for the course. Like the previous tests, its a 90 minute exam over Chapters 9 through 12.

Assignment 9 You've already done it, if you have posted synopsis in the discussion of your assignments in the discussion section.

Assignment 10 During the course did you present yourself in a professional and positive manner? Did you turn in assignments on time?

How To Use ETUDES Without Pulling Out Your Hair

1. Read your directions carefully for each assignment. Make sure your internet browser, i.e. Internet Explorer, FireFox, or Safari is updated. Sorry, Chrome doesn't work on ETUDES.
2. Write your assignment off-line. REASON "ETUDES" will crash at times. This way, you won't lose your work. You still have it in your WORD document on your P.C. If you are using a computer at the library, always email yourself a copy of your work. Accidents do happen. **Always, always, always, have a backup.**
3. On the left side of the screen: You'll see ANNOUNCEMENTS, SYLLABUS, etc.

Go to your Course Map first. It will give you all the things you need to do for that week.

Check MODULES second, it will be a brief overview of what you are doing for that week's "Assignment." It will also have links to video you may need to watch for your assignment. Then go on to ASSIGNMENTS, TESTS, & SURVEYS on the left.

THEN GO to the correct ASSIGNMENT/CLICK on the Magnifying Glass/A.

4. CLICK ON THE ONE THAT IS OPEN. You might even want to print it out. I'll leave that up to you.
5. I would encourage you to print it.
6. When you come back to ETUDES, after writing your assignment, CLICK on TASKS, TESTS, & SURVEYS. Click on the correct Assignment #.
7. COPY & PASTE your assignment like you would on a regular WORD document. But this is a little different.
8. On the bottom of the ASSIGNMENT WINDOW you will see several little ICONS, some people might call this area the TOOL BAR but it's your TEXT EDITOR. Click the "Clipboard W".
9. Think of it this way, when you write a letter to the editor on the newspaper's website, it may be only a paragraph. No big deal if the site crashes.

However, you've worked hours, maybe days to get your homework, as perfect as you can. So if you write inside ETUDES and it can crashes. BIG DEAL.

10. So copy your WORD doc and paste it in the Assignment Window. Then CLICK "OK" at the Bottom of the little window.

11. Now your text should be in the Assignment Window. It won't be perfect, but don't worry. Now you can use the ICONS below the window to help you format the text, make headings, BOLD certain words, even change colors -- however, I don't give points for artistic ability.

BLACK text is best and don't make the font size huge either -- SMALL works for me. Use TIMES NEW ROMAN font style. Don't forget to **CLICK SUBMIT or OKAY or SAVE** when you are writing anything to the site.

12. Now, that you've successfully dropped your assignment in the assignment window, you should now go to the Discussion Section, and give a short summary of your Work. It should be a summary, not a copy and

paste of your work, in the assignment, and overview of your work. It will be labeled Assignment (#) Discussion/Synopsis.

Don't make an individual discussion for yourself. We want to have a string in the same topic area.

If you want to comment on a classmates' work -- great, but be civil and professional. It's still a classroom, not Jerry Springer. Let me add, some of you may get caught up in the Class Discussion. But your Assignments are the more important.

13. Remember, everything I'm telling you is for my class only. Other online instructors may have a different system.

14. Another thing, I don't have much problem with this because I don't use the BACK BUTTON on Internet Explorer often, however, in ETUDES, it doesn't work well.

15. So they've made you a new BACK BUTTON. It's looks kind of like the "JIFFY LUBE" logo, it will be in next to ASSIGNMENTS in BLUE after you get into the main section of the ASSIGNMENTS, or in ANNOUNCEMENTS, etc.

16. However, just to confuse us, you don't have a JL back button in the Discussion Section, I use the Discussion Home, as my back button, but the IE back button should work too.

17. Hopefully, you aren't too frustrated with ETUDES, but like a giraffe - it was put together by a committee, so there are a lot of quirks to it. So calm down, get a cup of coffee or a Mountain Dew, something with a lot of caffeine, and start on your next assignment.

18. Send me a Private Message (PM) in Discussion if you are still having trouble. We'll figure it out. We can't let a computer site get in the way of learning.

19. WARNING -- IF YOU DO NOT HAVE ACCESS TO A COMPUTER AT HOME OR WORK YOU SHOULD CONSIDER TAKING THE CLASS ONCAMPUS.

YOU SHOULD ALSO HAVE A HIGH SPEED INTERNETCONNECTION, I.E. DSL, CABLE MODEM, OR T1.

ANOTHER WORD OF CAUTION, SOME STUDENTS HAVE EXPERIENCED TROUBLE USING A WIRELESS HIGH-SPEED CONNECTION DURING TESTING.

WE'LL HAVE TO SEE WHAT HAPPENS.

GOOD LUCK!!!