

introduction to interpersonal communication

comm 110

spring 2009

Instructor: Dr. Christina Granato Yoshimura
Office & Phone: LA 415, 243-4244
Office Hours: Mondays and Wednesdays, 11:30 – 12:30
E-mail: christina.yoshimura@umontana.edu
this is the best way to reach me outside of office hours – you can expect a response within approximately 48 hours.

Breakout Instructors: Adam Richards (adam.richards@umontana.edu)
Kim Jacobs (kimberly.jacobs@umontana.edu)
Office & Phone: LA 339, 243-6604
Office Hours: Adam: Mon: 11:10-1:00, Wed: 11:10-12, Thurs: 1:10-2:00
Kim: Mon: 11:10-12, Wed: 11:10-12 and 1:10-2, Friday 10:10-11

Our relations with others and the communication that both creates and results from them are essential elements of any society. Communication is unavoidable, consequential, and irrevocable - as such, it is to our benefit to refine our communication skills as highly as possible. This course focuses on introducing you to the concepts, processes, and challenges involved in communication, as well as allowing you to practice the skills that will make you a more competent communicator. Therefore, our time in class will involve lectures in which instructors will share knowledge, discussions in which you will share your knowledge, and activities during which you will transform this knowledge into application.

Course Objectives:

- To study and critique the process of communicating
- To recognize the influence our own self-concepts have in our communication
- To identify the influence of our own and others' perception in the process of communication
- To understand how emotions can influence and be influenced during communication interactions
- To study the nature and impact of language choices in interaction
- To explore the intricacies of nonverbal communication – on its own and in addition to verbal communication
- To recognize the role that listening plays in a communication interaction
- To learn how to manage conflict within interpersonal interactions
- To recognize how personal relationships are created, maintained, and ended through communication

Required Materials:

West, R. & Turner, L.H. (2nd Edition). Understanding interpersonal communication: Making choices in changing times. Belmont, CA: Thomson.

You will also need to purchase an “iclicker” that is required for class participation and grading, also available at the UC Bookstore. Every student must purchase their own copy of the book/clicker to remain in class – no exceptions.

There will also be optional supplemental readings online at our course website on Blackboard, which you can access with your SCAUID at umonline.umn.edu

Policies:

Attendance & Participation - Class is conducted in order to share important information. By missing class, you not only are missing out on that information, but the rest of the class is missing out on information that you may have been able to share. If you choose to miss class, you must take responsibility for your choice. We give lectures only once, so you will need to gather the information from class in some other way. Although attendance will not be taken, many classes will begin or end with an assignment or will include graded clicker responses. These exercises cannot be made up late and cannot be done early.

Think of learning as a chance to grow. Allow yourself to participate in discussion and don't sabotage other people's opportunities for education by discouraging them from participating. Be open to other people and be willing to respond to ideas that are different from what you believe is "normal." Never be afraid to share your ideas with others. Dialogue is how we advance knowledge. Believe that your ideas are as important as everyone else's and share them with us.

Deadlines: All assignments and exams (including dates and deadlines) will be announced during main class and/or breakout meetings. No assignment or exam may be turned in late nor made up (except for the very rare instance approved by Dr. Yoshimura, generally in advance). For requests of alternate testing accommodations, you must approach Dr. Yoshimura by the second week of class in order to be effectively accommodated. Please note that no late students will be allowed in to take the exam after the first person to finish the exam has left the room, so be sure to come to class on time.

Academic Integrity: All students taking this course must adhere to the University of Montana's academic dishonesty policy as presented in the Student Conduct Code (SCC). As noted in the code, students are expected to practice academic honesty. Any actions that include, but are not limited to, the following behaviors are reasons for pursuing academic and university sanctions: plagiarism, copying another student's exam, allowing another student to copy from your exam or work, sharing information with another student during testing sessions, acquiring or possessing an exam without the instructor's permission, tampering with course materials or resources (including library references) submitting false information (data, quotations, citations, etc.), representing someone else's work as your own, clicking for someone else in the response section of our course, putting someone's name on work they haven't done, etc. Students will be charged with academic dishonesty for any breach of these standards. No work done for credit in any other class may be turned in for credit in this class. The *minimum* consequence for engaging in cheating or plagiarism is failure on the related assignment, but this type of activity usually results in failure in the entire course. At worst, academic misconduct can result in expulsion, denial of your degree, and/or revocation of a degree that has already been awarded. See the Student Conduct Code for definitions and consequences of cheating and plagiarism. The unabridged student conduct code is located at: www.umt.edu/studentaffairs/policy/code.htm.

Consideration - The overall atmosphere in the class should be that of respect - for yourself and everyone else in the class. In the course of our discussions, personal information may be disclosed. Please do not repeat this information or use it to harm others. Help foster a classroom where education and consideration for one another are valued. Please understand that harassment of any kind is both inappropriate and intolerable, and disciplinary action will be taken should it occur.

Contesting Grades - We are willing to go over any assignment or exam with you to discuss concerns that you might have. We ask that you abide by three guidelines, all of which make it easier to concentrate on your concerns. 1) Wait 24 hours after an assignment/test has been returned to you to contact one of us. 2) Please write your concerns and your backing for these concerns down so that we can look them over as we meet. 3) Please approach us only during office hours or during an appointment that we've scheduled - discussing your grade in class violates your privacy and doesn't provide an environment where we can adequately focus on your concerns. If you wish to contest a grade, you must make an appointment to do so within one week after the assignment has been

returned. **Please note that grades on all in-class assignments will be posted within one week after the assignment has been turned in.** Do not worry or contact us to find out your grade until this week has passed.

Grading:

Assignment	Points
Breakout Assignments (8 @ 15 pts)	120
Exams (3 @ 100 pts)	300
Group Project (Show Off/Show Down)	50
Clicker responses (80 @ 1 pt each)	80

Total Points 550

I do not use the +/- system in this class, nor do I curve grades.

Exams:

The exams in this class are not cumulative, and each will cover only a portion of the class. You will be provided with a study guide and/or review prior to each exam. Exams may include any of the following: multiple choice, true/false, or matching. Four exams will be given – your three highest scores will become part of your final grade. **PLAN TO TAKE ALL FOUR EXAMS** and drop the lowest score – but if you are unable to make an exam (documented illness/school-sponsored event/family emergency) this will be the exam that is dropped from your final grade automatically. Contact us early on if you have questions about this policy.

Breakout Assignments:

Frequently we will begin or end breakouts with an activity designed to reinforce course concepts. These assignments should prove useful to you as students as well as to us as instructors. If you decide not to come to class or leave class early you risk the possibility that you will lose the points associated with these assessments. Each assignment will be worth 20 points – the eight best scores will be counted towards your final grade.

In-Class Responses:

We will be using iclickers in this class to increase participation, feedback, and comprehension. Several times during each large lecture you will be asked to use your clicker to respond to questions posed through Power Point slides. Each correct answer you click in will earn you 1 point. Up to 80 clicker responses will be counted toward your final grade. Clicker points cannot be made up – if you're not in class, you miss them. Coming in late/leaving early, or missing a day of class won't dramatically hurt you, regularly missing class or not attending for the entire class period will. We will have more than 80 pts. available (although we won't know until the end of the semester how many more) so there will be the opportunity to drop a few low or missing response grades.

It is your responsibility to make sure your clicker is registered and working. Check your grades weekly to be sure your clicks are being captured, and come to Christina's office hours if you want to test your clicker. If you wait weeks to let us know your clicker doesn't seem to be working, we will not be able to let you earn the points you've missed.