

COMM 202: Nonverbal Communication

Fall, 2009

CRN: 73279

MWF 10:10 – 11:00

Classroom: Jeanette Rankin Hall 202

Professor: Dr. Steve Yoshimura

Office: LA 347

Office Hours: Monday and Wednesday 2-3pm

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Course Goals

The purpose of this course is to acquaint you with classic and contemporary ideas about how people nonverbally communicate. We will discuss the different channels through which people express themselves nonverbally, the functions of nonverbal communication, contextual influences over nonverbal communication, and the ways that nonverbal communication can be applied in “real-world” settings.

By the time you complete this course, you should be able to:

- Identify the types of behaviors involved in the study and practice of nonverbal communication.
- Differentiate between nonverbal and linguistic communication, and explain how the two channels complement one another.
- Identify the major theoretical perspectives that help us explain and understand why people nonverbally communicate in certain ways.
- Apply knowledge about nonverbal communication to everyday situations.
- Successfully analyze your and others’ nonverbal communication skills.

Required materials

Guerrero, L. K., & Hecht, M. L. (2008). *The Nonverbal Communication Reader: Contemporary and Classic Readings* (3rd Ed.). Long Grove, IL: Waveland Press.

Supplemental readings on reserve at the Mansfield Library.
(E-res password: comm202)

Assignments

Exams

3 @ 50 points each = 150 points total

Your comprehension of the course topics will be assessed through three examinations. Each exam will be worth 50 points, and will consist of multiple-choice, matching, and/or short answer questions. Study guides will be provided, but the guides are no substitute for attending class, reading the assigned readings, taking good notes, and studying with your classmates. The final exam will not be comprehensive.

Course Policies

(1) Attendance

For the purpose of knowing the appropriateness of an “early alert” for each student, I will take attendance for the first three weeks of class. People who miss more than three class meetings (more than 1/3 of the total classes) during that time will be enrolled in the early alert system, and will be contacted by various university personnel to offer assistance. Otherwise, you don’t need my permission to miss class unless you think you will be missing an exam (in which case you should read the following section). Regardless of the reason(s) why you miss any class, your responsibility is to find out what you missed and to get the lecture notes from one of your classmates. Please see the section below regarding missed exams.

(2) Exams

Once an exam has been distributed, you may not leave the room until you have submitted your exam for grading. All electronic devices must be turned off during exam times. No exams will be distributed once the first person has submitted her or his exam for grading (don’t be late). Exams are administered only on the days scheduled. No exam can be missed and made-up without a valid and legitimate excuse.

Valid and legitimate will be decided on the basis of evidence provided. “Valid and legitimate” never involves non-refundable plane tickets, road trips, concerts, early vacations, outdoor recreation, or any other random and unverifiable absence. If you are sick when an exam is given, **you must provide a legitimate doctor’s note** that indicates the days that you were unable to attend class. This must be turned in at the time you take the exam. Dr.’s notes must be originals (no photocopies, carbons, faxes, or emails). **If an absence is known ahead of time, you must make arrangements before the exam is distributed.**

On the occasion that an exam is taken at a time other than the scheduled time, the exam may be administered in essay format.

(3) Academic Misconduct

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the student conduct code. Please see the Student Conduct Code for definitions and consequences of cheating and plagiarism at: www.umt.edu/SA/VPSA/index.cfm/page/1321.

(4) Incompletes and course withdrawals: See the *University of Montana Catalog* for more information on the policy regarding these options. Incompletes are very rarely granted, and only under the most unique circumstances. You may withdraw from the course until the 30th day of the session. After that, you may petition to withdraw, but only for medical reasons, family emergencies, a change in work schedule, or other uncontrollable reason. It is the policy of the university, College of Arts and Sciences, department of Communication Studies, and this professor to not normally grant withdrawal petitions after the 30th day without documentation.

(5) Auditing and Credit/No Credit options: According to the 2006-2007 university bulletin, the Credit/No Credit grade option exists “to encourage students to venture into courses where they might otherwise hesitate because of uncertainty regarding their aptitude or preparation...”(p. 20). It does not exist as protection from poor performance after the 30th day of the semester. So, if you decide to audit this class or desire the credit/no credit grade option, you must indicate this decision to me within the first 30 days of class (Audits can only be selected within the first 15 days). I cannot grant any grade-option changes past that time. *If you wish to apply this course to your general education requirements, you must take it for a traditional letter grade.*

(6) If you participate in University-sponsored activities (e.g., sports, debate, etc.)

I need a letter from your coach documenting your participation, as well as copy of your schedule indicating which days of class you'll need to miss due to your activity. You are responsible for getting notes and making arrangements to turn in your assignments/take exams.

(7) Unique Needs

I and the University want everyone to have a fair chance at doing well in class. If you have unique needs that help you overcome some challenge to your learning, please see Disability Services for Students (DSS) in the Lommasson Center (Room 144; 243-2243). They will help you determine what types of resources are available to help you and will provide you with a letter to me detailing those resources. Give me the letter and we will work together to make sure that you begin with a “level playing field” for your performance in this course.

(8) Grade scale: The grades in this class will not be scaled according to the +/- grade system.

(9) Your grades and your privacy: Email and telephone are not considered private communication forums. Email is considered a public forum and I can never guarantee that it is actually you on the other end of a telephone. Thus, I do not discuss grade information over email or telephone.

Course Calendar*

Date	Topic	Readings/ Assignments
M 8/31	Course Introduction	
W 9/2	Defining Nonverbal Communication	Chapter 1
F 9/4	The History and Functions of Nonverbal Communication	
M 9/7	Labor Day – No School	
W 9/9	History and Functions (Cont.)	
F 9/11	History and Functions (Cont.)	
M 9/14	Managing Impressions	Chapter 2 <i>Last day to select “audit” option</i>
W 9/16	Forming Impressions	Chapter 34
F 9/18	Managing and forming impressions (Cont.)	
M 9/21	Introduction to Facial Expressions	
W 9/23	The Human Face	Chapter 45
F 9/25	The Human Face (Cont.)	
M 9/28	Oculesics	<i>Last day to change your grade option or withdraw from the course</i> Chapters 13 & 14
W 9/30	Oculesics (Cont.)	
F 10/2	Oculesics (Cont.)	
M 10/5	Catch up and Review	
W 10/7	Exam 1	
F 10/9	Kinesics: Bodily Cues	Chapter 11
M 10/12	Kinesics continued	
W 10/14	Proxemics: Space and Distance	Chapter 21
F 10/16	Proxemics continued	
M 10/19	Vocal Cues	Chapter 17
W 10/21	Vocal Cues and Impression Management	
F 10/23	Haptics	Chapters 25 & 26
M 10/26	Haptics (Cont.)	
W 10/28	Chronemics	Chapters 28 & 29
F 10/30	Catch up and Review	
M 11/2	Exam 2	
W 11/4	Personal Appearance	Chapter 5
F 11/6	Physical Attractiveness	Chapter 8

M 11/9	Physical Attractiveness (Cont.)	
W 11/11	Physical Attractiveness (Cont.)	
F 11/13	Deception	Chapters 46 & 47
M 11/16	Deception (Cont.)	
W 11/18	Deception (Cont.)	
F 11/20	Olfactics	Chapters 9 & 10
M 11/23	Olfactics (Cont.)	
W 11/25	Thanksgiving break – No meeting	
F 11/ 27	Thanksgiving break – No meeting	
M 11/30	Nonverbal communication in close relationships	Chapters 38 & 54
W 12/2	Gender and Nonverbal Communication	Andersen: “Gender, sex, and nonverbal communication” (Reserved)
F 12/4	Gender (Cont.)	
M 12/7	Micro-Environments as Nonverbal Communication	Chapters 32 & 33
W 12/9	Microenvironments cont.	
F 12/11	Application: Successful Interviewing	Chapter 16
	Final Exam: 8:00am-10:00am Tuesday, December 15th	

*Subject to change.