

Interpersonal Communication

Fall 2009

Com 3383
MGT 3253

TR 2:00-3:15 pm
BB 2.01.18



Instructor: Laura Oliver

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Text Interplay: The Process of Interpersonal Communication
11th edition

BY Ronald B. Adler, Lawrence B. Rosenfeld, Russell F. Proctor II

Course Prerequisites: COM 1043, COM 1053, or COM 3023.

Course Description:

(3-0) 3 hours credit. Theory and research of communication in personal and professional settings. The course stresses the social context of communication and emphasizes skills, knowledge, and motivation of verbal and nonverbal interaction. (Same as [MGT 3253](#). Credit cannot be earned for both COM 3383 and MGT 3253.)

Course Objectives:

Students will have the opportunity to learn and apply the following:

- * the elements of Interpersonal Communication
- * the creation of the Self -Concept
- * perception
- * the world of words
- * nonverbal communication
- * listening skills
- * emotions
- * foundations of relationships
- * managing conflict
- * communication with friends
- * communication in romantic relationships
- * communication in families

Course Requirements:

1. You shall conduct yourself respectfully toward others at all times. Please refrain from the following: using cell phones, sleeping, walking into class late, gathering belongings before the end of class, talking, whispering, passing notes, texting, using laptops for anything other than note taking and reading/working on non-course related material during class.
2. It is your responsibility to be familiar with the policy regarding scholastic dishonesty in the current UTSA Information Bulletin (<http://www.utsa.edu/infoguide/appendices/b.html> under section 203).

COMMUNICATION PROFESSORS HAVE A STRICT POLICY PROHIBITING "DOUBLE-DIPPING" –THAT IS, SUBMITTING THE SAME PAPER OR GIVING THE SAME SPEECH/READING FOR TWO CLASSES. Any work submitted for Com 3383/MGT 3253 must be an original work for this course only!

The University Policy (in part) reads as follows:

“Academic or scholastic dishonesty includes, but is not limited to cheating (on a test or any other assignment–to include falsifying data or other information), plagiarism (the appropriation or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit), and collusion (unauthorized collaboration with another person in preparing academic assignments offered for credit).”

The minimum penalty for academic dishonesty will be failure of the assignment. More severe penalties may be assessed for egregious violations.

3. Students are responsible for all the information given in class whether they are present or absent.
4. Students are expected to follow the UTSA Honor Pledge:
“On my honor, as a student of The University of Texas at San Antonio, I will uphold the highest standards of academic integrity and personal accountability for the advancement of the dignity and the reputation of our university and myself.”
5. Students with disabilities must register with the Office of Disability Services, MS 2.03.18 (458-4157) or BV 1.302 (458-2945) to make arrangements for special accommodations.
Disability: <http://www.utsa.edu/disability/students.htm>
6. This course builds concepts upon another; therefore, it is important that students attend each class. Review the attendance policy as stated in the University Handbook of operating Procedures as this policy is in effect for this class. Consideration of attendance and participation may be given to borderline situations, but excellent attendance is a must. Excellent attendance and participation means not arriving late or leaving early.

Grading Procedures:

(A) Group Activities: A student gains skill at interpersonal communication by both *practicing the skill* and also by *observing the skill*; therefore, your attendance and class participation are important. The class is quite large so an official attendance will not be taken; however, group activities are scheduled throughout the semester. Attendance is **mandatory** on these days.

There will be **no** make-ups for these activities.

You will be divided into groups at the start of the semester. You will keep your same group the entire semester. The in-class group assignments require all group members to be familiar with textbook and lecture material. You must work cooperatively, each student contributing to the submitted written assignment. These exercises are always due at the end of the designated class session.

If you are late to class and miss one of these activities, it cannot be made up. If you forget to turn in an assignment when you leave, you may NOT turn it in later. **Each group activity is worth 50 points for a total of 150 points.**

(B) Online Questions: On days when your group is not meeting in class, you will be required to complete an online assignment. These assignments are posted under the ASSIGNMENTS link in Blackboard. Due dates and times are listed on the day-to-day schedule and on the Blackboard calendar. There are NO makeups for these assignments. **Each online question is worth 50 points for a total of 150 points.**

(C) Participation: You are expected to participate actively in exercises and discussions. This means that you must speak as well as listen. Whether you are speaking or listening, you are expected to use desirable interpersonal skills. Due to the number of students in class, the short time we have together and the course objectives, it is imperative that we all follow common rules of courtesy.

**THE FOLLOWING ARE UNDESIRABLE BEHAVIORS THAT
WILL NOT BE TOLERATED:**

- Joe Kerr** he/she is the joker, plays the class clown
- Ty Erdd** he/she is tired; dozes during films, lectures and presentations; reclines during group discussions or lectures
- Bud Inski** he/she interrupts others; is frequently “butting in”
- Sy Lent** he/she rarely speaks, relies on others to initiate and carry discussions
- Moe Nopolizer** he/she is the opposite of Sy Lent-talks too much, frequently engages in long, rambling stories
- Lotta Chat** he/she carries on private conversations during group discussions and/ or lectures
- I. M. Throu** he/she rushes through group/class activities by doing the absolute “bare minimum,” viewing any additional discussion as unnecessary; quick to proclaim “I’m through . . . now what?”

Active participation means you participate in class discussions, exhibit good listening skills, turn in assignments completed and on time.

Please note that points may be deducted from your final point total if these behaviors become a problem.

Also, I will have “participation” exercises sprinkled throughout the semester. These are like POP QUIZZES in that you will not know when we will have them. There are no makeups for these exercises. They are worth a total of 10 points each for a total of 50 points.

(D) Gifts: Early in the semester you will be given the name of a group member that you will present a “gift” to on the last three days of class. Instructions for the assignment will be discussed and posted on Blackboard.

Your GIFT assignment is worth 100 points.

(E) Exams: There will be three exams, plus a cumulative final. Each exam can be a mixture of matching, fill in the blanks, multiple choice, true/false and/or short answer. **No make-up allowed for exams unless you present me with *written verification* for missing the exam from a hospital, law enforcement personnel, a mortician or UTSA!** ALL missed exams will incur a 10 point penalty. Final exam **CANNOT** be made up. Your exam dates are listed on your day-to-day schedule so plan your schedule (medical appointments, work, child care etc.) accordingly.

Exams 1, 2 and 3 are worth 150 each, for a total of 450 points. Your final exam is worth 400 points and covers ALL chapters, lectures and exercises.

ADDITIONAL INFORMATION:

* Cell phones, MP3 players, ipods, etc. are to be turned off during class. No one will be allowed to text or use their equipment during class. You will be asked to leave the class should this become a problem and participation points may be deducted.

* Sleeping, doing work for other classes, texting, talking, passing notes, gathering up belongings before class is over, etc are examples of rude behavior and will not be tolerated. You will be asked to leave the class should this become a problem and participation points may be deducted.

* There is no make-up for the "Gifts" assignment and you may not deliver the assignment early.

- No make-up allowed for exams unless you present me with *written verification* for missing the exam from a hospital, law enforcement personnel, a mortician or UTSA! There will be a 10 point penalty for all missed exams. Final exam **CANNOT** be made up.

GRADE SHEET

EXAM 1 _____ (150)

EXAM 2 _____ (150)

EXAM 3 _____ (150)

FINAL _____ (400)

GROUP ACTIVITIES _____ (150)

ONLINE Q's _____ (150)

EXERCISES _____ (50)

GIFTS _____ (100)

(total points 1300)

A = 1170 – 1300

Below 780 = Fail the course

B = 1040 – 1169

C = 910 – 1039

D = 780 – 909

IMPORTANT DATES

** the last date for Sophomores and above to withdraw from a class is R Oct. 29

** the last date for a Freshman to withdraw from a class is R Dec. 2.

** A full fall semester calendar with other important dates can be found at:

http://www.utsa.edu/registrar/reg_materials/reg_calendar_fall.pdf