

COMM 1120

Introduction to Communication

COMM 1120

SYLLABUS

Instructor: Lacey Benns-Owens
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Office Hours: MW 9:30-12:00; 2:00-3:00 (Virtual), TR 11:00-2:00, F 9:00-12:00

Required Text: Maasik/Solomon: *Signs of Life, 5th Ed.*
Lenig, Benns, Johnson: *Communication Odysseys*

Course Description: A course in interpersonal/intrapersonal aspects of communication focusing on public speaking (persuasive, informative, media and small group) presentations. Also covers communication history, critical thinking, intercultural and mass communication styles.

Course Objectives: Students will:

- Recognize and apply through oral and written assignments, major communication terminology and theories including the transactional model, rhetorical modes, and Aristotelian rhetoric (planning, organizing, composing, revising and editing).
- Analyze persuasive strategies, tactics, and methods from a variety of oral and written examples.
- Respond critically to persuasive messages through essays, presentations and/or examinations.
- Form valid arguments to persuade others through presentations and/or essays.
- Differentiate between ethical and unethical arguments through essays, presentations and/or examinations.
- Create and deliver presentations that apply the aspects of presentation performance, purpose and audience.
- Deliver effective informative and persuasive presentations to a defined audience employing appropriate verbal and nonverbal skills subject to internal, peer and/or external evaluation.
- Become aware of and respond to controversies and issues through oral and written assignments.
- Appropriately use and document sources in oral and/or written works (summarize, paraphrase, analyze and quote).
- Critically interpret verbal/nonverbal messages and demonstrate understanding and analysis through essays, presentations and/or examinations.
- Acquire and/or present information to a defined audience through the use of instructional technology and/or smart classroom media.

Course Requirements: Grading will be based on the following:

- Individual student presentations and essays/outlines
- Small group activities and presentations
- Attendance and participation
- Tests and/or quizzes given throughout the semester

Grading and Evaluation: The grading scale will be as follows: 100%-90%=A, 89-80=B, 79-70=C, 69-60=D, 59-↓=E

Course Policies:

Attendance Policy

You will be expected to attend every class meeting, engage one another in an informed and spirited manner, and complete all assigned responsibilities on time. In other words, when you signed up for the course, attendance and participation became two of your assigned responsibilities. Like any other assignment, you will be awarded points for meeting this responsibility (50 pts total). Beginning the second week of class, points will be awarded for on-time, full-class-period attendance. If you are not here for any reason, or do not complete the assignment (come late, leave early, sleep...), you do not receive the points (each day is worth 5 points). More

than 5 absences will result in failure of the course. Remember that the reason for your absence does not change the fact of your absence and that three or more absences will affect your letter grade.* ** ***

*Absences resulting from REQUIRED school-sponsored events *may* be excused. A written note from the sponsor will be required **before** the date of the absence and any work and assignments due must still be turning in on or before the given due date.

**If you are sick on a day you are scheduled to make a presentation, it will not be considered an excused absence unless you have a doctor's note.

*** Cases of special circumstances may be considered

In addition, there may be in-class group activities, projects and/or assignments you may miss if you are absent. *It is your responsibility* to contact me to receive this information.

Listening well is also considered an on-going assignment. You should be respectful to the person who has the floor, in class and during presentations. Not doing so will result in loss of attendance and/or assignment points. Class disruptions will result in the student's removal.

Make-up work: Make-up or late assignments *may* be accepted by the instructor with a *minimum* penalty of 30%. All make-up work must be completed within one week. After two late assignments, no more late work will be accepted. If you are unable to turn in assignments because of illness, you must have a doctor's note in order to receive full-credit. Some in-class activities may not be eligible to make-up.***

Academic Honesty: It is expected that students will complete course work through honest and ethical means. Any manner of cheating and/or plagiarism is a violation. Any student violating this policy will receive a "0" on the assignment and may automatically fail the course. The Student Handbook offers a complete definition of plagiarism.

Class Policies

**All cellular phones, computers, etc must be turned off during class. If a device becomes distracting during class, you will not receive your attendance points for that day. If it does so during presentations, points will be deducted from your speech grade as well.

**It will be the goal of this class to foster an open and supportive communicative environment. No derogatory language or ridicule will be accepted and will result in the students' removal from the class.

Disability Services

In compliance with the Americans with Disabilities Act, students are encouraged to register with the Counseling and Disability Services office for possible assistance with accommodations. It is the student's responsibility to voluntarily and confidentially provide appropriate documentation regarding the nature and extent of a disability. Students requesting special accommodation are encouraged to contact Counseling and Disability Services (931-540-2572) at the beginning of the semester.

Readings

Because much of this class will be discussion-oriented, you will find it necessary to complete the assigned readings. Come to class prepared with thoughts, ideas and questions.

Communication

I will occasionally send valuable information for the course and will use only Columbia State email to do so. All students should have access to their Columbia State email account and should check it regularly. When contacting me via phone or email please allow 24-48 hours for response.

Speech Topics

You will select your own topic, to be approved by the instructor, for each speech. There will be no duplicate topics among students. It will be your responsibility to tell me your topic. They will be on a first, come first serve basis.

Assignments

All assignments to be turned in must be typed, double-spaced, black ink, 10-12 point font, 1-inch margins, stapled and proofread. Any outside sources must be included in a Works Cited page using MLA format.