Nonverbal Communication: COM 270.001  
Fall 2012: Ferguson 375, Mondays 4:00-6:30 p.m.

Instructor: Dr. Linda Levitt  
Office: Liberal Arts North 415  
Office hours: M 1:30-2:30, W 11:30-2:30, R 11-4 and by appointment  
E-mail: levittlb@sfasu.edu  
Phone: 936/468-1236

Required Text  

Course Description (from General Bulletin)  
Awareness and understanding of nonverbal interpersonal communication cues.

Course Objectives/Student Learning Outcomes  
This course is designed to provide you with an opportunity for
• developing greater sensitivity to and understanding of the nonverbal communication of others.
• developing greater sensitivity to understanding and mastery of your own nonverbal communication.
• increased knowledge of the theoretical bases and research in the area of nonverbal communication.

Program Learning Outcomes  
• Students majoring in Communication Studies should display comprehension of major communication theories.
• Students majoring in Communication Studies will apply the major theories in the field to communicate effectively in a variety of settings.
• Students majoring in Communication Studies will be able to use and demonstrate understanding of appropriate methodology in critical, humanistic, or social scientific paradigms in examining research questions in communication.
• Students majoring in Communication Studies will be able to recognize the central role of diversity and freedom of expression in a global community.
• Students majoring in Communication Studies will be able to demonstrate knowledge of the constitutive nature of communication which includes forces that enable and constrain communication such as technology, ethics, and organizational life.
• Students majoring in Communication Studies will be able to demonstrate oral and written competence in logical and critical thinking.

Grading  
Two exams @ 250 points each 500 points  
Four writing assignments @ 100 points each 400 points  
Attendance and participation 100 points  
Total 1000 points
Exams
Exams may contain multiple choice, fill-in-the-blank and short essay questions covering reading assignments, class lectures, class discussions, in-class assignments, and writing assignments.

Writing assignments
Over the course of the semester, you will complete four writing assignments that ask you to observe, engage in, and reflect on nonverbal communication as described and discussed in our textbook and in class. Assignments will be posted on D2L and will be due (either electronically or paper copy) at the beginning of class on the days for which they are assigned.

Attendance and participation
Your learning of course concepts is greatly enhanced through participation in class discussions, asking pertinent questions, responding to questions, and participating in activities. As such, your attendance is expected. You must be present in order to participate in classroom experiences.

Exams and in-class assignments can only be made up with an excused absence. You must provide documentation for a religious holiday, a university-sanctioned event, or a medical or catastrophic emergency. A doctor’s appointment is not a medical absence. If you are absent on the day a writing assignment is due, you are still expected to submit that assignment on time via email.

For each unexcused absence, 10 points will be deducted from your course grade.

Students engaging in non-course related activities during class (reading materials for other courses, playing games on their computers, reading newspapers, Tweeting and IMing, etc.) are not “present.” These students may be asked to leave and will be marked absent.

Course Policies
- Turn off all cell phones and other digital devices and remove ear pieces before class begins. Do not use your cell phones for text messaging or checking messages during class. If a cell phone is seen or goes off during a test, the student will receive a zero.
- Computers are to be used only for educational purposes – note taking, and work on projects. Any other use is unacceptable and will result in loss of privilege of use of computer in this class.
- Promptness is expected. Consistent tardiness or leaving early will adversely affect your grade.
- If you miss a class day it is your responsibility to contact a reliable classmate to get that day’s notes and assignments before you come to me with questions.
- Your chance to earn your grade ends when the semester ends.
- Due to department budget, long distance calls will not be returned. If you don’t have a local contact number, contact me via e-mail or in person.
**Academic Integrity**: Students in this class are expected to read and abide by the university policy on academic integrity. If a student is found in violation of this policy, he/she will be subject to receiving a failing grade for this course, and the violation will be reported to the proper university authorities.

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

**Withheld Grades Semester Grades Policy (A-54)**

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Students with Disabilities**

To obtain disability-related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).
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<thead>
<tr>
<th>Date</th>
<th>Topics and Reading Due</th>
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<tbody>
<tr>
<td>August 27</td>
<td>Review of syllabus and course expectations. Discussion of Chapter 1: Communication and Nonverbal Behavior.</td>
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<tr>
<td>September 3</td>
<td>Labor Day: No class</td>
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<td>September 10</td>
<td>Chapter 2: Physical Appearance. Discussion of attractiveness, nonverbal messages about body, appearance, and dress. <em>September 12: 12th class day</em></td>
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<td>September 17</td>
<td>Chapter 3: Gesture and Movement. Discussion of various types of gestures, posture, and recognizing communication styles through movement.</td>
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<td>September 24</td>
<td>Chapter 4: Facial Behavior. Discussion of the importance of facial expressions, perspectives on acquisition and development, emotion, and primary affect displays.</td>
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<td>October 1</td>
<td>Chapter 5: Eye Behavior. Discussion of types of eye behavior, CLEMs, and eye behavior and individual differences. <em>Writing assignment #1 due in class.</em></td>
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<tr>
<td>October 8</td>
<td>Chapter 6: Vocal Behavior. Discussion of categories of vocal behavior and its effects as well as vocal behavior and turn-interaction management.</td>
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<td>October 15</td>
<td>Exam 1, covering Chapters 1-6 <em>October 17: Midsemester</em></td>
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<td>October 22</td>
<td>Chapter 7: Space and Territoriality. Discussion of issues related to territory, personal space, crowding, and density. <em>Writing assignment #2 due in class.</em> <em>October 24: Last day to drop courses</em></td>
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<td>October 29</td>
<td>Chapter 8: Environment and Physical Surroundings. Discussions of perceptions of the physical environment, architecture, spatial arrangement, and other environmental factors.</td>
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<td>November 5</td>
<td>Chapter 9: Touch and Communication. Discussion of types of touch, norms, and what touch communicates.</td>
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<td>November 12</td>
<td>Chapter 10: Time. Discussion of various time orientations and the effects of time culturally. <em>Writing assignment #3 due in class.</em></td>
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<td>November 19</td>
<td>Chapter 11: Female-Male Nonverbal Relationships. Discussion of nonverbal aspects of gender and androgyny, courtship, and immediacy.</td>
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<td>November 26</td>
<td>Chapter 12: Supervisor and Employee Relationships. Discussion of nonverbal behaviors and their effects in the workplace. <em>Last day to withdraw from university</em></td>
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<td>December 3</td>
<td>Chapter 14: Intercultural Relationships. Discussion of nonverbal behaviors and differences across cultures. <em>Writing assignment #4 due in class.</em></td>
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<td>December 10</td>
<td>Exam 2, covering Chapter 7-12 and 14</td>
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