Instructor: Dr. Gregory Smith
E-mail: Please use D2L class mail
Online Office Hours: Monday 12:00-3:00; Tuesday 1:00-3:00; I answer D2L mail 7 days a week
Dr. Smith's Office: Online only (Please contact through D2L mail)

Alternate email: smithgv@sfasu.edu (not recommended as spam filters hide and delete mail)
LCC Administrative Assistant: 468-4303
Department Office: LCC, Vera Dugas LAN 235

Course Description: Study of communication in the one-to-one situation leading to development of interpersonal communication skills. Emphasis is on positive mental attitude and personal growth.

Required Text:

Course Objectives
- To create an awareness of the importance of communication in everyday life.
- To develop understanding of the nature of the interpersonal communication process.
- To develop sensitivity to the events and behaviors that may affect relationships with others.
- To help each student develop her/his potential as an effective interpersonal communicator through the understanding and practice of positive interpersonal skills.

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.
General Education Core Curriculum

This course has been selected to be part of Stephen F. Austin State University’s core curriculum. The Texas Higher Education Coordinating Board has identified six objectives for all core courses: Critical Thinking Skills, Communication Skills, Empirical and Quantitative Skills, Teamwork, Personal Responsibility, and Social Responsibility. SFA is committed to the improvement of its general education core curriculum by regular assessment of student performance on these six objectives.

Assessment of these objectives at SFA will be based on student work from all core curriculum courses. This student work will be collected in D2L for core assessment.

The chart below indicates the core objectives addressed by this course, the assignment(s) that will be used to assess the objectives in this course and uploaded to D2L this semester, and the date the assignment(s) should be uploaded to D2L. Not every assignment will be collected for assessment every semester. Your instructor will notify you which assignment(s) must be submitted for assessment in D2L this semester.

<table>
<thead>
<tr>
<th>Core Objective</th>
<th>Definition</th>
<th>Course Assignment Title</th>
<th>Date Due in D2L</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking Skills</td>
<td>To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.</td>
<td>Assessment project</td>
<td>5/4</td>
</tr>
<tr>
<td>Communication Skills</td>
<td>To include effective development, interpretation and expression of ideas through written, oral, and visual communication.</td>
<td>Assessment project</td>
<td>N/A</td>
</tr>
<tr>
<td>Teamwork</td>
<td>To include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.</td>
<td>Assessment project</td>
<td>N/A</td>
</tr>
<tr>
<td>Personal Responsibility</td>
<td>To include the ability to connect choices, actions and consequences to ethical decision-making.</td>
<td>Assessment project</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Student Learning Outcomes

- The student will be able to develop an understanding of theoretical principles.
The student will be able to make practical application of the theories.

The student will be able to understand the roles that self-awareness, self-concept, perception, adaptation to change, and belief systems play in effective interpersonal communication.

Students will be able to use an appropriate methodology to conduct a critical, humanistic, or social scientific study of a research question in communication.

**Academic Integrity (A-9.1)**

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, and 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/). Once this has been completed, please schedule an appointment with me so we can work out specifics about the accommodations needed.
**Student Support** Should you have technical questions regarding part of the course requirements, please visit the Online Orientation at [http://oit.sfasu.edu/orientation/index/index.html](http://oit.sfasu.edu/orientation/index/index.html). If you still need help, please contact OIT at 936-468-2774.

**Course Requirements, Policies, and Procedures**

**Participation:** Course participation is important for the success of the class. You are expected to complete all class activities and assigned reading. Late work will only be accepted at the instructor's discretion.

**Attendance:** Attendance is counted by completing each week's quizzes and assignments. If you miss three weeks course content, you automatically fail the course.

**Grading**

- 60 points: 12 multiple choice chapter quizzes based on textbook reading, worth 5 points each
- 24 points: 12 module quizzes (multiple choice and true/false) based on the modules, worth 2 points each
- 8 points: 4 D2L mail conversations worth 2 points each
- 2 points introductory writing assignment
- 6 points assessment assignment

**100 total points**

Notice: When you add every quiz, journal, and assignment grade, your total will be your course grade. Course grade will be: A 90-100, B 80-89, C 70-79, D 60-69, F below 60

**Dual credit high school students:** Your course grade will be adapted to a “plus/minus” system to more accurately assess your performance in this course within the numerical grading structure of your high school.

**Cheating**

You may use your book when taking tests. **You are cheating** if you share answers with another student, use previously submitted writing assignments, or plagiarize from the internet.

**Make-up and Grade Replacement**

Students may choose **only one of the following** three choices. No other make-ups will be allowed without a valid excuse presented in a timely manner.

1. One unexcused make-up allowed of a never opened chapter quiz and module quiz from a single week.
2. The comprehensive test replacement to replace your lowest grades worth 4 points.
3. The comprehensive test replacement to replace your lowest grades worth 8 points.
4. The comprehensive test replacement to replace your lowest grades worth 10 points.

Grade replacements are not extra credit! Grades being replaced will be reset to 0 before the replacement grade is added.
<table>
<thead>
<tr>
<th>Date</th>
<th>Module/Chapter</th>
<th>Assignments due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/22-1/26</td>
<td>Intro Module</td>
<td></td>
</tr>
<tr>
<td>1/27-2/2</td>
<td>1</td>
<td>MC 1, MQ 1, Intro writing assignment</td>
</tr>
<tr>
<td>2/3-2/9</td>
<td>2</td>
<td>MC 2, MQ 2</td>
</tr>
<tr>
<td>2/10-2/16</td>
<td>3</td>
<td>MC 3, MQ 3</td>
</tr>
<tr>
<td>2/17-2/23</td>
<td>4</td>
<td>MC 4, MQ 4</td>
</tr>
<tr>
<td>2/24-3/2</td>
<td>5</td>
<td>MC 5, MQ 5</td>
</tr>
<tr>
<td>3/3-3/9</td>
<td>6</td>
<td>MC 6, MQ 6</td>
</tr>
<tr>
<td>3/10-3/16</td>
<td>7</td>
<td>MC 7, MQ 7</td>
</tr>
<tr>
<td>3/17-3/23</td>
<td>Spring Break</td>
<td></td>
</tr>
<tr>
<td>3/24-3/30</td>
<td>8</td>
<td>MC 8, MQ 8</td>
</tr>
<tr>
<td>3/31-4/6</td>
<td>9</td>
<td>MC 9, MQ 9</td>
</tr>
<tr>
<td>4/7-4/13</td>
<td>10</td>
<td>MC 10, MQ 10</td>
</tr>
<tr>
<td>4/14-4/20</td>
<td>11</td>
<td>MC 11, MQ 11</td>
</tr>
<tr>
<td>4/21-4/27</td>
<td>12</td>
<td>MC 12, MQ 12</td>
</tr>
<tr>
<td>4/28-5/4</td>
<td>Assessment Assignment</td>
<td>D2L submission Replacement request</td>
</tr>
<tr>
<td>5/5-5/11</td>
<td></td>
<td>Replacement Due</td>
</tr>
</tbody>
</table>

Key: MC= Chapter Multiple Choice Quiz; MQ= Module Quiz