

# Introduction to Communication

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## **COMM 101 Section 81245**

**County College of Morris  
Randolph, New Jersey  
Fall, 2009**

**Matthew T. Jones, Ph.D.**

### *Instructor Contact Information*

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### **Course Description**

Survey of the field of communication within a variety of contexts including: interpersonal, group, organizational, mass media, intercultural, and international communication. Attention is given to understanding how communication is a fundamental life process in which the individual creates and shapes communicative situations.

### **Learning Outcomes**

At the end of the course, students will be able to:

1. Identify how communication affects all facets of life.
2. Describe different types of human communication.
3. Explain when, how, and why human beings develop the tools necessary for communication.

### **Methods of Instruction**

1. Lecture: A brief introduction to material that connects readings to class exercises.
2. Class Discussion: Full group discussion of topics related to specific questions, readings, media presentations and/or exam preparation.
3. Group Discussion: Small group discussion of topics related to specific questions, readings, media presentations and/or exam preparation.
4. Audio-Visual Presentations: Short presentations that are focused on a relevant topic and intended to provoke discussion.
5. Web-Based Learning: Blackboard discussion threads.

## Required Textbook

Ruben, B. D. & Stewart, L. P. (2006). *Communication and Human Behavior*. New York, NY: Pearson.

## Additional Resources

**<http://mattsmediaresearch.com>**: This will serve as the official website for this class.

The syllabus and other material will be made available through the "Students" hyperlink at the top of the homepage.

## Course Requirements

1. Attendance: Students are expected to attend all class meetings.
2. Reading and Participation: Students are expected to complete all assigned readings and come to class prepared for discussion.
3. Exams: Students are expected to demonstrate their knowledge in the form of two in-class examinations.
4. Discussion Threads: Students are expected to respond to Blackboard discussion threads when they are assigned.

## Evaluation and Grading

1. *Attendance Policy*: All students are entitled to two unexcused absences from class. Beyond this single absence, 1/3 of a grade will be deducted from the final grade for each additional unexcused absence (e.g. B- reduced to C+). Excused absences are accepted only if accompanied by documentation relating to the nature of the excuse (e.g. auto repair receipt, doctor's note, jury duty notification, etc.).
2. *Participation*: All students are expected to demonstrate informed participation in class discussion. Participation can include [1] initiation of discussion about an issue related to the topic scheduled for discussion for that class session [2] contribution to an ongoing discussion through informed opinion and/or presentation of evidence. Please note that there exists a distinction between an uninformed opinion and the assertion of a particular theoretical perspective. As opposed to personal opinion that is grounded in individual anecdotal experience, the statement of a perspective implies a coherent paradigm that has application value based on functionality in other circumstances. Put simply, a perspective has demonstrated its validity elsewhere. Having made that distinction, participation will be evaluated based on the number of valid contributions that the student makes throughout the course of the semester. A minimum of 1 contribution is expected each week. Additional contributions will be added as half points to the final grade and deficient contribution points will be subtracted as half points from the final grade. For example, if a student has a final test average of 77%, but six contributions above and beyond the quota, the student will have earned an 80%. If that same student has a deficit of six points below the quota, the student will have earned a 74%.
3. *Tests*: There will be two periods of examination throughout the course of this semester. These will be evaluated in terms of percentile and translated to a letter grade based on the grading chart below.
4. *Discussion Threads*: As noted above, students are required to respond to Blackboard discussion threads throughout the duration of the semester. Discussion threads have the potential to count as 1-3 contributions of class participation based on the quality of their content.

Conversely, *each Missing discussion thread will detract a total of 2 full percentage points from the final grade.* For example, if a student were to decide not to respond to any discussion threads, 32 points would be deducted from his or her final grade (even a final average of 100% would be reduced to a D+ at 68%).

### Grading Chart

A (93-100)	C (73-76)
A- (90-92)	C- (70-72)
B+ (87-89)	D+ (67-69)
B (83-86)	D (63-66)
B- (80-82)	D- (60-62)
C+ (77-79)	F (below 60)

### Course Calendar

#### Week 1

##### Sessions 1

9/2

##### ❖ Overview:

- Fill out index cards.
- Personal introductions.
- Distribute syllabi.
- Introduction and overview of the course.

##### ❖ Discussion:

- What is Communication and why should we study it?

##### ❖ Assignments:

- Read Chapter 1

#### Week 2

##### Session 1

9/9

##### ❖ Overview:

- Chapter 1

##### ❖ Discussion:

- What is communication?

- Is communication possible?
- What types of communication exist?
- What is communication theory?
- ❖ **Assignments:**
  - Read Chapter 2

### **Week 3**

#### **Session 1**

9/14 [Last day to drop classes without academic grade.]

- ❖ **Overview:**
  - Chapter 2
- ❖ **Discussion:**
  - History of Communication.
- ❖ **Assignments:**
  - Investigate NJCA, ECA, NCA, ICA websites

#### **Session 2**

9/16

- ❖ **Overview:**
  - Chapter 2
- ❖ **Discussion:**
  - Communication organizations.
- ❖ **Assignments:**
  - Read Chapter 3

### **Week 4**

#### **Session 1**

9/21

- ❖ **Overview:**
  - Chapter 3
- ❖ **Discussion:**
  - Models of communication
- ❖ **Assignments:**
  - Create your own communication model.

#### **Session 2**

9/23

- ❖ **Overview:**
  - Chapter 3

- ❖ **Discussion:**
  - Presentations of communication models.
- ❖ **Assignments:**
  - Read Chapter 4

## **Week 5**

### **Session 1**

9/28

- ❖ **Overview:**
  - Chapter 4
- ❖ **Discussion:**
  - Communication as a basic life process.
- ❖ **Assignments:**
  - TBA

### **Session 2**

9/30

- ❖ **Overview:**
  - Chapter 4
- ❖ **Discussion:**
  - Communication as a basic life process.
- ❖ **Assignments:**
  - Read Chapter 5

## **Week 6**

### **Session 1**

10/5

- ❖ **Overview:**
  - Chapter 5
- ❖ **Discussion:**
  - Fundamentals of human communication.
- ❖ **Assignments:**
  - TBA

### **Session 2**

10/7

- ❖ **Overview:**
  - Chapter 5
- ❖ **Discussion:**

- Fundamentals of human communication

❖ **Assignments:**

- Read Chapter 6

**Week 7**

**Session 1**

10/12

❖ **Overview:**

- Chapter 6

❖ **Discussion:**

- Information Reception.

❖ **Assignments:**

- TBA

**Session 2**

10/14

❖ **Overview:**

- Chapter 6

❖ **Discussion:**

- Information Reception.

❖ **Assignment:**

- Read Chapter 7 & 8

**Week 8**

**Session 1**

10/19

❖ **Overview:**

- Chapter 7

❖ **Discussion:**

- Verbal Messages

❖ **Assignment:**

- TBA

**Session 2**

10/21

❖ **Overview:**

- Chapter 8

❖ **Discussion:**

- Nonverbal Messages

- ❖ **Assignment:**
  - Read Chapter 8

## **Week 9**

### **Session 1**

10/26

- ❖ **Overview:**
  - **Midterm Review**
- ❖ **Discussion:**
  - **Midterm Review**
- ❖ **Assignment:**
  - Study for midterm examination.

### **Session 2**

10/28

- ❖ **Overview:**
  - **Midterm Examination**
- ❖ **Discussion:**
  - **Midterm Examination**
- ❖ **Assignment:**
  - Read Chapters 9 & 15

## **Week 10**

### **Session 1**

11/2

- ❖ **Overview:**
  - Chapter 9
- ❖ **Discussion:**
  - Media
- ❖ **Assignment:**
  - TBA

### **Session 2**

11/4

- ❖ **Overview:**
  - Chapter 15
- ❖ **Discussion:**
  - Mass Media

- ❖ **Assignment:**
  - Read Chapter 10

## **Week 11**

### **Session 1**

11/9

- ❖ **Overview:**
  - Chapter 10
- ❖ **Discussion:**
  - The Individual
- ❖ **Assignment:**
  - TBA

### **Session 2**

11/11

- ❖ **Overview:**
  - Chapter 10
- ❖ **Discussion:**
  - The Individual
- ❖ **Assignment:**
  - Read Chapter 11

## **Week 12**

### **Session 1**

11/16

- ❖ **Overview**
  - Chapter 11
- ❖ **Discussion**
  - Relationships
- ❖ **Assignment:**
  - TBA

### **Session 2**

11/18

- ❖ **Overview:**
  - Chapter 11
- ❖ **Discussion:**
  - Relationships

- ❖ **Assignment:**
  - Read Chapter 12

## **Week 13**

### **Session 1**

11/23

- ❖ **Overview:**
  - Chapter 12
- ❖ **Discussion:**
  - Groups
  - View *Twelve Angry Men*
- ❖ **Assignment:**
  - Required Media.

### **Session 2**

11/25

- ❖ **Overview:**
  - Chapter 12
- ❖ **Discussion:**
  - Groups
  - Discuss *Twelve Angry Men*
- ❖ **Assignment:**
  - Read Chapter 13

## **Week 14**

### **Session 1**

11/30

- ❖ **Overview:**
  - Chapter 13
- ❖ **Discussion:**
  - Organizations
- ❖ **Assignment:**
  - Required Media.

### **Session 2**

12/2

- ❖ **Overview:**
  - Chapter 13

- ❖ **Discussion:**
  - Organizations
- ❖ **Assignment:**
  - Read Chapter 14

## **Week 16**

### **Session 1**

12/7

- ❖ **Overview:**
  - Chapter 14
- ❖ **Discussion:**
  - Cultures and Societies
- ❖ **Assignment:**
  - TBA

### **Session 2**

12/9

- ❖ **Overview:**
  - Chapter 14
- ❖ **Discussion:**
  - Cultures and Societies
- ❖ **Assignment:**
  - Prepare for final examination review.

## **Week 17**

### **Session 2**

12/14 [Last day of class before final exam.]

- ❖ **Overview:**
  - **Final Examination Review.**
- ❖ **Discussion:**
  - **Final Examination Review**
- ❖ **Assignment:**
  - Study for the final examination.

**Final Exams 12/15-12/21**

**END**