

Chaminade University of Honolulu

Com 101: Introduction to Communication (Revised Syllabus)

Spring 2008: April 7th to June 16th, 2008 • Friday Nights 17:30 – 21:40: Schoefield Barracks

INSTRUCTOR: Edward Aquino, (808)227-5689, e2aquino@gmail.com

COURSE DESCRIPTION: This course is an introduction to the major forms of communication with an emphasis on person-to-person conversation, group discussion, and public speaking. We will explore the fundamental “art” and “science” behind effective communication through experiential learning.

REQUIRED TEXTS: Verderber, R. F. and Verderber, K. (2005). *Communicate!* (11th Edition).

COURSE OBJECTIVES: There are three basic objectives for this course.

- A. To provide the student with a concrete and practical understanding of the basic communication concepts, principles and process through experiential learning.
- B. To introduce the student to effective interpersonal communication techniques from person-to-person conversation to group discussions.
- C. To provide the student with the essential skills for effective public speaking.

COURSE FORMAT/REQUIREMENTS:

Course Format and Reading Assignments: The course format is designed to be interactive and cooperative - integrating the assigned reading, discussions and presentations. Except for the first meeting, reading assignments are assigned in advance and it is important that all students complete the assigned chapters prior to class as active participation will be expected in light of the “Socratic” method of instruction.

Attendance: Students are required to attend class regularly and promptly. Class attendance means that you arrive on time and stay until class is over. If you are not present in class, you are still responsible for the materials covered. A written excuse must be provided for all duty and medical absences. You may make up a test or a speech with verification that circumstances were beyond your control. Please notify me before class if you know in advance that you will not be attending.

Grading: There are no surprises. Class Attendance: 10%; Class Participation: 15%; Midterm Examination: 15%; Final Examination: 15%; Speeches – Informative: 15%; Speeches – Persuasive: 15%; Group Presentation: 15%

GENERAL COURSE AND READING SCHEDULE (SUBJECT TO CHANGE)		
WEEK	ACTIVITY	READING
1 (April 11)	Introductions Syllabus and Course Overview Communication: The Basic Principles Group Exercises: “Getting to Know You”	Chapter 1 and 2
2 (April 18)	Verbal and Nonverbal Communication Impromptu Speech Exercises	Chapter 3 and 4
3 (April 25)	Interpersonal Communication and Interviewing	Chapter 5, 8 and 9
4 (May 2)	MIDTERM EXAMINATION Listening and Responding	Chapter 6 and 7
5 (May 9)	Group Communication Extemporaneous Speech Exercises	Chapter 10 and 11
6 (May 16)	Public Speaking – The Fundamentals	Chapter 12 and 13
7 (May 23)	Public Speaking – The Fundamentals	Chapter 14
8 (May 30)	Informative Speeches	Chapter 17
9 (June 6)	Persuasive Speeches	Chapter 18
10 (June 13)	FINAL PAPER/GROUP PRESENTATIONS	