

Chaminade University of Honolulu
Winter 2012, Schofield Barracks
January 12 2012 - March 22, 2012

COURSE: COM 101-10-2 Introduction to Communication
CREDITS: 3 Credits
DATE/TIME: Thursdays 5:30 p.m. – 9:30 p.m.
INSTRUCTOR: Todd Z. Takahashi, Ed.D.
todd.takahashi@adjunct.chaminade.edu
<http://www.facebook.com/groups/182850415125723/>
FB Groups: Chaminade Communications 101 – Takahashi-Schofield

REQUIRED TEXT:

Verderber, K., Verderber, R., & Sellnow, D. (2010). *Communicate!* (13th ed). In M. Eckman, G. Lleaud, R. Matthews, C. Solan, & J. Badiner. Boston, MA: Wadsworth.

COURSE DESCRIPTION:

This course is an introduction to major forms of communication for college students. Through class activities students learn effective communication skills for two-person, small groups, and public situations. Examination and application of basic principles of message development for personal and public speech will be performed and analyzed in the classroom. Students will also learn APA basics to create reference pages and in-speech citation.

COURSE OBJECTIVES: At the end of the course the students should be able to:

- Organize and present an effective speech at an elevated comfort level.
- Demonstrate the ability to plan oral delivery of ideas through content organization, outlining, and effective oral delivery.
- Understanding the communication process and the importance of verbal and nonverbal communication.
- Identify, discuss, and apply major intrapersonal and interpersonal communication concepts and principles.
- Become an effective listener and learn effective public speaking skills.
- Demonstrate sensitivity in oral delivery and understanding in communication reception towards people of different cultures and sub-cultures.
- Learn APA basics to use in reference page and in-speech citation in order to become credible students throughout their academic career.

COURSE FORMAT/REQUIREMENTS:

This course is a combination of an interactive, cooperative experience between the students and the instructor. The format is designed to integrate lectures, small group work, discussions, and student presentations. Student active participation is encouraged. Chapter readings of the textbook and homework will be assigned in

advance. It is important that all students read the assigned chapters prior to class and come well prepared to participate in the discussion of the material.

CLASS ATTENDANCE

- This is a performance-oriented class, therefore, attendance is essential and attendance will be taken at the beginning of every class. An unexcused absence is a 0 for class participation.
- There are NO MAKE-UP EXAMS or SPEECHES (unless prior arrangements have been made with the instructor).
- If there is a major emergency and you cannot talk, take an exam, or deliver a speech it is standard policy that you MUST: (a) call beforehand to let me know about the emergency, and (b) provide valid documentation (especially for illness). A slight cold, picking up someone at the airport or not being ready for an assignment do not constitute an emergency.

ASSIGNMENTS:

Your homework is written in your daily schedule. Some of the work you need to do include outlines and research you turn in on assigned dates. Homework will include reading responses, outline, and reference preps. All written assignments must be typed with attention to spelling and grammar (*please turn your spell-check on*). Type of font to use: Arial. Size: 12 pt. Adhere to standards set by acceptable Reference and Citation Format (APA 6th edition only).

Reference: Citation Machine: <http://citationmachine.net>

Grades

Assessments	20%
Participation (which includes your attendance)	15%
Presentations	40%
Homework #1: Reflections	15%
Homework #2: Final speech components	
Other	10%

COURSE/READING SCHEDULE:

Subject to change!

Week	Date	Activity	Reading Assignments
1	01/12	Course Overview Activities Communication Definition/Process Preparation: Patronus Project	Chapter 1 & 14
2	01/19	Practice Patronus Project Presentation Review Outlining (Intro & Conclusion) & Reference Preparation: Pensieve Project	Chapter 11, 12 & 15
3	01/26	Practice Pensieve Project Presentation Review Intro/Conclusion Presentation Outlining Pt II Research (mini-quiz) Expository Project (Visuals)	Chapter 3 & 4
4	02/02	Review Fat, Elephants, Sit, Next, To, Cows Expository work (outlines and reference pages) Conferences	Chapter 6
5	02/09	Review Expository Work Conferences & Practice	Chapter
6	02/16	Expository Speeches (1) Preparation: A Visit to Hogwarts Discussion Conferencing	
7	02/23	Expository Speeches (2) Activity Logical Fallacies Conferencing	
8	03/01	Conferencing	
9	03/08	Review Practices Cultural Speeches (1)	
10	03/15	Cultural Speeches (2)	
11	03/22	Cultural Speeches (3) and Written Final	