

FD '02

CHAMINADE UNIVERSITY OF HONOLULU
Fall Quarter 2002
August 26 - December 12, 2002

- COURSE:** Communication 101 - Introduction to Communication
- CREDITS:** Three (3) Credits
- SCHEDULE:** Monday, Wednesday and Friday
4:00 - 4:40 P.M.
- SCHEDULED HOLIDAYS:** September 2, October 14, November 11, 28-29, December 6, 2002
(NO CLASS!) (Any exceptions will be announced in advance.)
- FINAL WEEK:** December 9-12, 2002
- INSTRUCTOR: & CONTACT INFORMATION:** Joy L. Schoenecker
Telephone: 396-0115
Email: joy.schoenecker@verizon.net
- TEXTBOOK:** *Communicate!* Rudolph F. Verderber, Kathleen S. Verderber (2001), Wadsworth Publishing (10th) ed.
- COURSE DESCRIPTION:** This course is developed to introduce you to the major forms of oral communication. Through class activities you will learn effective communication skills for two-person, small groups and development for personal and public speech. You will gain experience from class discussions, public speaking presentations and examinations to explore and apply important principles of message development.
- COURSE OBJECTIVES:** At completion of this course you should be able to:
- Understand a definition of communication
 - Deliver effective speeches with minimal anxiety
 - Construct organized, well-documented speeches
 - Apply theories of effective persuasion to influence audiences
 - Recognize how social perception affects communication
 - Explain how word choice impacts the interpretations of messages
 - Understand how and what people communicate nonverbally
 - Identify ways to communicate effectively in interpersonal situations
 - Know how to be an effective group discussion leader and participant
 - Recognize and accommodate cross-cultural diversity in communication behaviors

COURSE FORMAT & REQUIREMENTS: This course provides interactive cooperative experience between students and instructor. The format is designed to integrate lectures, small group activities, open discussions and student presentations.

Students are strongly encouraged to participate interactively. Interactive participation means arriving on-time and remaining until class is over.

Textbook readings and homework will be assigned in advance. It is important that all students read assigned text Chapters before class and come well prepared to participate in discussions.

Students are required to attend class regularly and promptly. Any unexcused absence or lateness will reduce performance evaluation automatically.

Students are responsible for understanding all material covered. Homework must be completed and submitted on specified due dates. Written homework must use proper grammar and spelling, presented in hardcopy, double-spaced.

LATE ASSIGNMENTS WILL NOT BE ACCEPTED AND
MAKE-UP OF TESTS OR SPEECHES WILL NOT BE
POSSIBLE

COURSE SCHEDULE

WEEK	DATE	ACTIVITY	READING	MAX POINTS
1	Aug 26-30	M Course Overview W Acquainting & Basics F Applying Technology	Chapter 1 ditto ditto	P: .5 P: .5 P: .5
2	Sep 4-6	W Perceiving F Interpreting	Chapter 2 Ditto	P: .5 P: .5
3	Sep 9-13	M Verbalizing W Visualizing F Analyzing	Chapter 3 Chapter 4 ditto	P: 1 P: 1 P: 1
4	Sep 16-20	M Test 1 on Part One W Conversing F Listening	Chapters 1-4 Chapter 5 Chapter 6	T: 8 P: 1 P: 1
5	Sep 23-27	M Disclosing W Relating F Interviewing	Chapter 7 Chapter 8 Chapter 9	P: .7 P: .9 P: .9
6	Sep 30-Oct 4	M Test 2 on Part Two W Exercise F Feedback	Chapters 5-9 ditto ditto	T: 9 E: 5 P: 2
7	Oct 7-11	M Participating W Leading F Exercise	Chapter 10 Chapter 11 Chapters 10-11	P: 1 P: 1 E: 5
8	Oct 16-18	W Goal Setting F Researching	Chapter 12 Chapter 13	P: .5 P: .5
9	Oct 21-25	M Test 3 on Part Three W Exercise F Organizing	Chapters 10-11 Chapters 12-13 Chapter 14	T: 6 E: 5 P: 2
10	Oct 28-Nov 1	M Adapting W Presenting F Exercise (1/3 of class of class)	Chapter 15 ditto Chapters 14-15	P: 1 P: 1 E: 5
11	Nov 4-8	M Exercise (1/3 of class) W Exercise (1/3 of class) F Practicing	ditto ditto Chapter 16	E: 5 E: 5 P: 2
12	Nov 13-15	W Informing F Persuading	Chapter 17 Chapter 18	P: .5 P: .5
13	Nov 18-22	M Test 4 on Part four W Exercise (1/4 of class) F Exercise (1/4 of class)	Chapters 12-18 Chapter 17 ditto	T: 10 E: 5 E: 5
14	Nov 25-27	M Exercise (1/4 of class) W Exercise (1/4 of class)	ditto ditto	E: 5 E: 5
15	Dec 2-6	M Exercise (1/3 of class) W Exercise (1/3 of class) F Exercise (1/3 of class)	Chapter 18 ditto ditto	E: 5 E: 5 E: 5
16	Dec 9-11	M No Class W Final exam	Chapters 1-18	F: 12

M = Monday W = Wednesday F = Friday P = Participation T = Test E = Exercise F = Final
Details for Exercises will be provided well before each event date.