

FE 102

Chaminade University

Fall 2002

October 9 to December 11

Wednesdays, 4:45 p.m. to 8:55 p.m.

Pearl Harbor, Building #679

Communication 101⁶⁰ – Introduction to Communication

Instructor: Glenn Wakai

Contact Information: Cell 429-8683, Email: wakai@aloha.net

Office Hours: By appointment

Textbook: *Communicate!* (10th edition) by Verderber, Rudolph (2001)

Course Description:

You will be given a firm understanding of the many facets of communication. The skills you develop in this class will facilitate your growth in the areas of interpersonal communication, group communication, and public speaking.

Course Objectives:

1. Communicate effectively through verbal and non-verbal messages.
2. Recognize how social perception affects communication.
3. Apply the theories of persuasion to influence others.
4. Utilize effective group discussion techniques.
5. Organize and deliver effective speeches.

Course Policies:

Please bring your textbook to each class meeting. It will provide the foundation for this course and be our road map. However, I will keep lectures to a minimum and focus on class activities. Much of our time will be spent having dynamic discussions. In a communication class it only makes sense that we spend most of our time interacting. The success of this class will be determined by our collective involvement.

You are expected to do the assigned readings before coming to class.

We are meeting only 10 times this semester; therefore each class meeting is important. I understand emergencies happen, please call me if you are not going to make it to class, or if you will be late. Legitimate reasons for being tardy/absent will be accepted and make-up assignments will be given. There will be no make-up assignments for unexcused absences.

I am available to meet with students before or after class to answer questions. If that is not possible, we can schedule meetings at a convenient time.

Please place your phones on vibrate mode during class.

All written assignments (speech outlines) must be typed.

Four hours is a long time to be in a room, so we will be taking three, ten-minute breaks during the evening.

Grading:

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|---------------------|------|
| Mid-Term Exam | 20% |
| Final Exam | 20% |
| Class Participation | 10% |
| Impromptu Speech | 10% |
| Informative Speech | 20% |
| Persuasive Speech | 20% |
| Total: | 100% |

A = 90-100%
B = 80-90%
C = 70-80%
D = 60-70%
F = under 60%

Course Schedule

Communication 101 – Introduction to Communication

| Week | Date | Activity | Assignments/Reading |
|-------------|-------------|--|--|
| 1 | 10/9/02 | Course Overview Getting Acquainted (Ice Breaker) Communication Perspective | Chapter 1 |
| 2 | 10/16/02 | Perception of Self and Others Verbal Communication Nonverbal Communication | Chapter 2 Chapter 3 Chapter 4 |
| 3 | 10/23/02 | Impromptu Speeches Conversations Listening | 3 minutes Chapter 5 Chapter 6 |
| 4 | 10/30/02 | Self-Disclosure and Feedback Communicating in Relationships Interviewing | Chapter 7 Chapter 8 Chapter 9 |
| 5 | 11/6/02 | Mid-Term Exam (Chapters 5 – 9) Determining your Goal Doing Research Organizing | Chapter 12 Chapter 13 Chapter 14 |
| 6 | 11/13/02 | Adapting Verbally and Visually Practicing Your Speech Informative Speaking Informative Speech Topic | Chapter 15 Chapter 16 Chapter 17 |
| 7 | 11/20/02 | Informative Speech/Outline | 8-10 minutes |
| 8 | 11/27/02 | Group Communication Member Roles and Leadership Persuasive Speaking Persuasive Speech Topics | Chapter 10 Chapter 11 Chapter 18 |
| 9 | 12/4/02 | Persuasive Speeches/Outline | 8-10 minutes |
| 10 | 12/11/02 | Final Exam (Chapters 10 – 18) | |