

CMS 220...Interpersonal Communications
Summer Flex, 2014 3 Credit Hours
July 27th – August 2nd 2014

Instructor: Deb Savage

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Course Description:

This course focuses upon the nature and influence of communicative behavior in close, personal relationships. Interpersonal communication structure and processes will be explored as they relate to the development and maintenance of identities, friendships, romantic, and family relationships.

Course Objectives:

Through thorough examination and discussion of theoretical study and practice of communication exercises, at the end of this course, each participant should:

1. Establish effective interpersonal, intrapersonal, and group communication
2. Know the techniques for improvement of communication skills
3. Be able to assess his/her communication skills
4. Become aware of barriers to effective communication
5. Be aware of different perceptions and possibilities for interpretation of communication

Text:

Communicate! A Workbook for Interpersonal Communication.

Communication Research Associates. 7th Edition. Kendall/Hunt Publishing Co. 2004.
ISBN: 0-7575-1332-8

Workbooks must be purchased new.

Used workbooks will not be acceptable for this course.

**You must have your workbook with you
for every class meeting!**

The following assignments must be completed prior to the first class meeting.

5 points will be deducted from the workbook if the work is not done in advance.

Read the instructions carefully and complete each of the individual assignments.

Interpersonal Communication Dates, Time and Assignments
Sun, July 27th - (1pm - 7pm)
Mon – Friday, July 28th –August 1st (6pm – 10:30pm)
Saturday, August 2nd (9am - 5pm)

SUNDAY, July 27th ASSIGNMENT: (1pm – 7pm)

Complete CHAPTERS 1 & 2 *Prior to class*
You will hand in the completed chapters every night

1pm – 1:50pm

Introductions & Name Tags

Stuff to go over

Attendance, participation and workbook = grade

Doane email

Weather

Workbook - discussion

Plan A and Plan B answers

Classroom Rules – NO CELL PHONES, communication rules, confidentiality

Breaks will be given but always based on where we are at in the activities and discussion

2pm – 2:50

Read Chapter 1...*Due prior to class*

Complete the following pages prior to class, we will discuss in class

Communication Questionnaire...pages 5-6

Getting to Know Me...pages 7-8

Julie & Mr. Conroy...pages 16-17

Things to Work On...pages 19-20

Course Goals...pages 21-22

Reactions to Chapter 1...pages 23-24

3pm - 3:50

Read Chapter 2...*Due prior to class*

Complete the following pages prior to class, we will discuss in class

Listening Quiz...pages 32-33

Listening Questionnaire...page 36

Listening Skills Self Inventory...pages 39-41

Testing for Listening Power...pages 44-45

Reactions to Chapter 2...pages 59-60

4pm – 6pm MOVIE

Must be present to see movie. We will refer to movie throughout the week. If you miss movie...need to make up before 2nd class.

MONDAY, July 28th ASSIGNMENT: (6p – 10:30p)

CHAPTERS 3 & 4 (Complete Before Class)

Hand in at end of class

Read Chapter 3...Due prior to class

Complete the following pages prior to class, we will discuss in class

Perception: Agree/Disagree...pages 66-67

Perception...pages 69-73

Quiz: Common Perception...pages 74-75

The Way I See Things...page 76

Count the Squares...page 81

The Way We See Me (Self)...pages 85-86

The Whole Truth...pages 91-92

Now the Rest of the Truth...pages 93-94

Reactions to Chapter 3...pages 95-96

Read Chapter 4...Due prior to class

Complete the following pages prior to class, we will discuss in class

Non-verbal Rules...page 106-107

Reactions to Chapter 4...pages 111-112

TUESDAY, July 29th ASSIGNMENT: (6p – 10:30)

**Chapters 5 & 6 (Complete Before Class)
Hand in at end of class**

Read Chapter 5...Due prior to class

Complete the following pages prior to class, we will discuss in class

- Semantic Reactions...pages 120-121
- Hidden Assumption Test...pages 122-123
- The Uncritical Inference Test...pages 124-125
- Polarization...page 126
- Owning My Communication...page 127
- The Slang Test...pages 128 – 129
- Reactions to Chapter 5...pages 133-134

7:30 – 7:45 Tentative Break

7:45 – 9:00

Read Chapter 6...Due prior to class

Complete the following pages prior to class, we will discuss in class

- Exercising Compliments...page 139
- Turning Points in My Life...page 141
- Comfort Survey...pages 142 – 143
- Rate Your Self Confidence...pages 144 – 145
- Role Analysis...pages 147 – 149 **(look over, we will complete in class)**
- Reactions to Chapter 6...pages 155-156

WEDNESDAY, July 30th ASSIGNMENT: (6p – 10:30)

**Chapters 7 & 8 (Complete Before Class)
Hand in at end of class**

Read Chapter 7...Due prior to class

Complete the following pages prior to class, we will discuss in class

Complete the Thought...pages 169-170

Self Appraisal...pages 171-172

Lost in a Lifeboat...pages 175-176

Reactions to Chapter 7

7:30 – 7:45 Tentative Break

7:45 – 9:00

Read Chapter 8...Due prior to class

Complete the following pages prior to class, we will discuss in class

Conflict Quiz...page 184

Feelings About Conflict...page 185

Identifying Conflicts Activity...pages 186-187

How Assertive Are You?...pages 198 -202

Five Sample Situations...pages 205-206

Reactions to Chapter 8...pages 209-210

THURSDAY, January 9th ASSIGNMENT: (6p – 10:30)

**Chapter 9 (Complete Before Class)
Hand in at end of class**

Read Chapter 9...Due prior to class

Complete the following pages prior to class, we will discuss in class

Skills 1 – 5...pages 219-223

How Well Do We Know Women & Men? Pages 224-225

Diagnosing Your Relationship...pages 229-230

Self Disclosure Questionnaire...pages 231-235

Relationship Roles...pages 236-237

Reactions to Chapter 9

Read Chapter 10...Optional Work

Exploring Resumes and Cover Letters...pages 245-250

Optional: Create a Resume

Do not need to complete reactions to chapter 10

Susan Rucker Visit if Available

FRIDAY, August 1st ASSIGNMENT:

TO BE DETERMINED ~ WILL DEPEND ON CLASS SIZE

SATURDAY, August 2nd ASSIGNMENT:

TO BE DETERMINED ~ WILL DEPEND ON CLASS SIZE

PRESENTATIONS

FOOD IS WELCOME !!!!!

Grading:

Attendance: 5pts x 7 *class days* = 35 pts (Must be present entire class time)

IF YOU DO MISS MORE THAN ONE CLASS, THIS COULD RESULT IN FAILURE OF THE COURSE. THIS WOULD BE UP TO THE INSTRUCTOR. ATTENDANCE IS REQUIRED.

Participation: 5pts x 7 *class days* = 35 pts (Must be present entire class time)

Workbook: 100 points (End of chapter assignments turned in nightly)

Final Presentation: 30 points

Total: 200 points

195-200 (+perfect attendance) = A+

190-195 = A

180-189 = B

170-179 = C

160-169 = D

Below 159 = F

If you will be absent, please notify me prior to class by email at

Deb.savage@doane.edu

