Course Syllabus

Department: Visual and Performing Arts

Date: Spring 2013

I. Course Prefix and Number: COM 100

   Course Name: Human Communication

   Credit Hours and Contact Hours: 3 credit hours and 3 contact hours

   Catalog Description including pre- and co-requisites:

Communication is a fundamental skill that is a necessity in order to: build and maintain positive relationships in a personal and professional environment; convey clearly organized messages to public audiences; work effectively in groups; and effectively perform during job interviews. This course focuses on the development of basic communication skills necessary to achieve goals in a variety of communication episodes and contexts. While students will have the opportunity to develop many communication skills, this course primarily focuses on oral communication skills in a variety of contexts.

Relationship to Academic Programs and Curriculum including SUNY Gen Ed designation if applicable:

This course will partially fulfill the SUNY General Education requirement of Basic Communication. It will fulfill the FLCC learning outcome of oral communication. It will further serve as an introductory course for communication majors that provides an in depth overview of various areas of study within the communication discipline. This course will be required for AS Communication Majors in the General Communication advisement area. It will be recommended that Broadcast advisement area students also take the course.

II. Course Student Learning Outcomes: State the student learning outcome(s) for the course (e.g. Student will be able to identify…)

1. Students will be able to identify fundamental characteristics of the communication process.
2. Students will be able to identify how perception of self and others influences message formation and interpretation.
3. Students will identify major concepts of communication: i.e. verbal skills, non-verbal skills, listening and responding skills.
4. Students will be able to explain the major concepts of intrapersonal communication, interpersonal communication, group communication, public communication, organizational communication, and mediated communication.
5. Students will be able to identify, analyze and evaluate these concepts in their own behaviors, demonstrate versatility in applying their communication skills across multiple communication contexts, and integrate the above skills in their personal and professional lives.
6. Utilizing technology, students will demonstrate their ability to research a topic, develop an argument, produce coherent texts within college-level expectations and develop proficiency in oral discourse.
7. Students will evaluate an oral presentation according to established criteria.
College Learning Outcomes Addressed by the Course: (check each College Learning Outcome addressed by the Student Learning Outcomes)

☐ writing  X computer literacy
X oral communications  X ethics/values
X reading  X citizenship
☐ mathematics  X global concerns
X critical thinking  X information resources

III. Assessment Measures (Summarize how the college and student learning outcomes will be assessed): For each identified outcome checked, please provide the specific assessment measure.

<table>
<thead>
<tr>
<th>List identified College Learning Outcomes(s)</th>
<th>Specific assessment measure(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Communications, Computer Literacy, Information Resources, Ethics and Values</td>
<td>Students will complete an oral presentation utilizing technology. Furthermore it is expected such presentations will adhere to ethics and values of oral discourse.</td>
</tr>
<tr>
<td>Reading</td>
<td>Students will be required to read a text. Comprehension will be measured through quizzes, tests and other assignments.</td>
</tr>
<tr>
<td>Citizenship, Global Concerns, Critical Thinking</td>
<td>Students will identify, analyze and evaluate their communication competencies and how they communicate in different contexts. Students will develop skills adaptable for a variety of communication encounters that demonstrate citizenship and take into consideration global concerns. This will be done through writing assignments, tests, and presentations.</td>
</tr>
</tbody>
</table>

IV. Instructional Materials and Methods

Types of Course Materials:

Textbook (s)

Methods of Instruction (e.g. Lecture, Lab, Seminar ...):

Lecture, Discussion, Audio Visual Materials, Student Presentations
V. General Outline of Topics Covered:

I. Fundamentals of Communication
   A. Communication Process
   B. Communication Models
   C. Communication Research
   D. Communication Fields

II. Communication Processes and Skills
   A. Perception
   B. Verbal and Nonverbal Communication
   C. Listening and Responding
   D. Communication Climates
   E. Communication and Culture

III. Communication Contexts
   A. Intrapersonal Communication
   B. Interpersonal Communication
   C. Group Communication
   D. Public Speaking
   E. Mass Communication
   F. Digital Communication