

**Marshall University**  
**CMM 213: Fundamentals of Interpersonal Communication**  
**CRN#: 1766**  
**Fall 2016**

**Instructor: Ms. Anita Lane**

**Office Hours: T & TH 11-12:00**

**M & W 1:00-2:00**

**SH 227**

**T & TH 9:30-10:45**

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**University Policies**

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy at [www.marshall.edu/academic-affairs/policies](http://www.marshall.edu/academic-affairs/policies): Students with Disabilities | Affirmative Action | Computing Services Acceptable Use | Excused Absence (undergraduate) | Academic Dishonesty | Inclement Weather | MU Alert

**Required Text, Additional Reading and Other Materials**

Ross, R.S., Ross, G.M., & Seipke, H.L. (2009). *Relating and interacting: An introduction to interpersonal communication* (2<sup>nd</sup> ed.). BVT Publishing.

Films, Additional Readings and DVD **TBA**

**Computer Requirements**

This class utilizes blackboard for announcements, grades, coursework and other additional materials. Blackboard needs to be checked daily for any additional material that may be posted for class. Students who may have problems accessing black board, please contact the IT Help Desk through Marshall University

**Counseling Center**

Marshall University 1st Floor Prichard Hall Huntington, West Virginia 25755 Phone: 304-696-3111 Fax: 304-696-2288

**Hours:** Monday-Friday 8:00 a.m. – 5:00 p.m. Walk-In Hours: Monday-Friday (Fall & Spring semesters) 1:00 – 4:00 p.m. Evening hours available by appointment.

**S.H.E.P (Student Health Education Program)**

Students can access many health benefits by being a Marshall University student.

<http://muwww-new.marshall.edu/shep/>

**Marshall University Writing Center**

LOCATION #1: 2nd floor of Drinko Library

PHONE: 304-696-6254

EMAIL: [writing@marshall.edu](mailto:writing@marshall.edu)

LOCATION #2: Your Computer! We offer virtual appointments for all Marshall students, including distance learners. If you would prefer to work with a tutor virtually, look for tutors with "online" and/or "eTutoring" designations.

**(Upon Completion of the (AAS, BA and/or BS)**

<b>Course Student Learning Outcomes</b>	<b>How Practiced in this Course</b>	<b>How Assessed in this Course</b>
Students will know and understand how fundamental aspects of Public Speaking communication processes work.	Students will demonstrate knowledge of concepts and ability to classify, describe, and restate concepts and demonstrate this ability through speeches and written assignments	...during in-class activities and speeches on midterm exams and in papers.
Students will apply fundamental concepts in communication interactions.	Students will demonstrate ability to apply concepts in class activities and discussions, on midterm exams, in papers, and in giving and evaluating speeches ...	...during in-class activities, speeches, self-evaluations and evaluations of peer speeches, on midterm exams, and in papers.
Students will analyze a variety of speeches and communication interactions using theoretical and applied constructs in order to enhance abilities and outcomes.	Students will demonstrate the ability to recognize, label, describe, compare, and organize findings about theoretical and applied constructs and to shape outcomes in speeches, evaluations and interactions...	...during in-class activities and discussions, on midterm exams, speeches and in papers.
Students will synthesize and evaluate verbal and nonverbal communication behaviors across various public speaking contexts.	Students will demonstrate ability to integrate and make sound judgments about theoretical and applied constructs and to organize and share findings...	...during in-class activities and discussions, on midterm exams, speeches and in papers.

**Course Requirements / Due Dates**

**Grading Policy**

That maximum number of points that can be earned in this course is 300. Grades (A through F) will be based on the point scale presented below, which roughly represents a percentage scale with 90-100% earning an A, 80-89% earning a B, 70-79% earning a C, 60-69% earning a D, and scores at 59 or below earning an F for the course. The table below shows the range of points for each range of percentages.

<b>A</b>	360-400	90 –100%
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<b>B</b>	320-359	80 – 89%
<b>C</b>	280-319	70 – 79%
<b>D</b>	240-279	60 – 69%
<b>F</b>	239 or below	0 – 59%

**Dialogue Journal (50 pts):** Students will keep a dialogue journal of readings to bring to class. These journals must contain a minimum of 2 quotes per chapter with student interpretations and in-text citations. These may be collected at the end of the semester and returned prior to the final exam for use on the final exam.

### **Two Papers (50 points each):**

During our class time, we will discuss the assigned readings and often apply and/or practice concepts and skills during in-class activities (which will occasionally require some out-of-class preparation time). Three times during the semester, you will write a brief paper relating the ideas from a group of readings and associated class activities to your experiences, relationships, and interactions with others. You may use a film, class activities, text book and other related activities to this course for your first two papers. The final paper must apply concepts and theory as discussed in class to a film of your choice (through instructor approval). You may select topics that you find to be exciting, interesting, beneficial, or surprising. Your score for each paper will be based on the quality of your assessment (enough concepts are used to show your knowledge of the communication process, the concepts used are appropriate for the event/experience being described and you did not overlook more appropriate concepts, your ideas are clear and consistent, and your writing style is fluent, well organized, clear, and error free. More information and a scoring rubric will be shared in class and will be posted on Blackboard).

### **Final Project:**

Apply your experience from your assigned internship to the Relationship stages model in the text book. Write a 4-6 page reflection while applying the concepts of the stages to your experience at your internship. This must be typed with 12 point font/one inch margins and clearly and coherently written. You need to demonstrate you have a full understanding of the relationship stages throughout this paper. Be sure to use proper grammar and organization.

### **Three Exams (50 points each):**

Three midterm exams will be given to allow you to demonstrate your knowledge and understanding of the concepts we've studied, some of which will include "all of the above," "none of the above," and "a and c" options. Most of the questions will be drawn from your readings, however, questions taken from in-class activities and information shared during class will also be included.

### **Class Policies**

#### **Attendance Policy**

The emphasis of this course is on communication. You must be engaged in our in-class

discussions and participate in our in-class activities to develop the depth of knowledge and important skills this course is designed to teach. It is highly likely that missing classes will prevent you from understanding expectations for assignments and will result in a reduction in your ability to earn high scores on your assignments. Missing class will also make learning the content of this course more difficult and so will result in poor performance on your midterm and final exams and on your projects and papers. Absences that are excused by the University will be accepted when the student reports and verifies them with the instructor. You must contact your instructor about any absence and make arrangements for make-up work. Make-up work will be permitted at the discretion of the instructor. Failure to notify your instructor promptly and complete make-up work promptly may result in the loss of opportunity to make-up missed work.

### **How many absences will be tolerated?**

You must be present to acquire the skills this course is designed to teach, whether you are the presenter or a critical observer of other presenters. Consequently, an excessive number of absences will prevent you from receiving a passing grade. You may miss up to two (2) classes without an excused absence report from the Dean of Student Affairs' office without penalty, HOWEVER, each additional unexcused absence will result in a 17 point reduction from the sum of points you earn in this course (which is roughly 5% of your course grade).

### **Missed Exams/Late Papers**

Whenever you miss an exam with a university excused absence, these may be made up with arrangements made by calling the office phone number and scheduling a time to make the test up at the regional campus office with the office staff.

Late papers will be penalized with a 10 point automatic deduction of points from the start of the grade for the first week, an additional 10 points for each week afterward. I will accept late papers up to Dead Week for half credit at the start of the grading. Points will be deducted accordingly from the start of the paper. For example, when papers are turned in on-time everyone starts with a 100 percent, after grading points are deducted for errors or where improvements are necessary—the student may end up with 90%. Papers turned in the following Tuesday will begin with a possible 90% before grading deductions. Papers turned in the second Tuesday after they are due begin with a possible 80% before grading deductions. Late papers turned in Dead-week start with a possible 50% before grading deductions. Remember that things happen and half credit is always better than a calculated 0.

*Those of you who choose to utilize the writing center can earn up to 10 points extra credit for using these services for your papers. Please provide me with proof of your online writing tutoring to receive this credit.*

### **Mobile Devices / Computer Policy**

University policy allows students to carry mobile phones to the classroom, but they must be set on vibrate or silent so they do not disrupt the class. Please do not text, surf, or otherwise use your mobile devices during class. Similarly, if you bring your laptop to class, please use it to take notes rather than for other purposes.

**Course Schedule (\*\*\*This schedule is tentative and subject to change\*\*\*)**

<b>Week</b>	<b>Topic</b>
1	Introduction and Orientation Read Chapters 1 and 2
2	<b>Discussion of Chapters 1 &amp; 2</b> Read Chapters 3 & 4
3	<b>Discussion of Chapters 3 &amp; 4</b> <b>Paper Discussion/Scene Discussion</b>
4	<b>Paper #1 Due</b> <b>Exam Review/Discussion</b>
5	<b>Exam #1</b> Read Chapter 5 & 6
6	<b>Discussion of Chapters 5 &amp; 6</b> Read Chapter 7 & 8
7	<b>Discussion of Chapters 7 &amp; 8</b> Return Papers and Exam 1 Recap
8	<b>#2 Paper Discussion/Scene Discussion</b>
9	<b>Paper #2 Due</b> <b>Exam Review/Discussion</b>
	<b>Paper #2 Due</b>
10	<b>Exam #2</b>
11	<i>Film on Conflict</i>

12	Film Discussion

13	4/13	Tues	Return Papers and Exam 1 Recap -
14	4/20	Tues	Class discussion
15	4/27	Tues	<b>Paper #3 is Due</b>
16	5/4	Mon	<b>Exam #3 (Final)</b>