Course Syllabus

SPCH 1318 (3:3:0)
ONLINE

Interpersonal Communication

Communication Department

Division of Arts and Sciences

Levelland

South Plains College

SPRING 2023

Janine Fox

Course Syllabus
SPCH 1315 ONLINE Interpersonal Communication

Instructor Information: *Janine Fox*

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Office hours: *Monday/Friday 9:00am - 12:15pm*
Tuesday/ Thursday 12:15pm - 1:00pm

This syllabus is a tool, not a legal contract. College and department policies are firm, but the professor reserves the right to modify, supplement, or make changes as need arises.

Department: Communication Department

Discipline: Communication Studies

Credit: 3 hours online
This course satisfies a core curriculum requirement in Speech

Prerequisites: There are no prerequisites for this course.

Available Formats: online

Campus: Levelland, Reese, ATC and Plainview

Digital Textbook: Communication Pathways, Valenzano, Broeckelman-Post, Sahlstein Parcell *with* **Top Hat** access (Inclusive Access: See TexBook statement at the end of your syllabus.)

Supplies:
1. Text/ Access code for Top Hat
2. Notebook(s) and pen/pencil/highlighter
3. Access to a computer, webcam, microphone, and high-speed internet for online work.

Course Description: Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.

KEEP IN MIND; the content of the class is distributed online, through your reading. If you have any concerns about self-paced online work, you should consider an alternate class.

Student Learning Outcomes: Upon successful completion of this course, students will:
1. Exhibit understanding of interpersonal theories and principles.
2. Demonstrate ability to analyze and critique verbal and nonverbal interactions in mediated and face-to-face contexts.
3. Identify perceptual processes as they relate to self and others.
4. Demonstrate critical thinking ability by effectively researching, evaluating, and applying communication theories in oral and/or written assignments.
5. Demonstrate understanding of the relevance of cross-cultural, co-cultural, gender and age influences on human communication.
6. Demonstrate ability to identify, evaluate, and apply conflict styles and conflict management techniques in dyads and/or groups.
7. Identify types of and barriers to effective listening.

Technical Requirements
- Desktop or laptop computer
- High speed internet access
- SPC E-mail
- Microsoft Office
- Adobe Reader (download from Adobe.com)
- Flash Player (download from Adobe Flashplayer)
- Audio and video capabilities (for watching and listening to course content)
- Web camera and microphone (for video conferencing/speeches)
- A USB headset with microphone or headphones (for video conferencing)
- All software needs to be updated on computer or laptop

Technical Skill Requirements
Be comfortable with the following
- Microsoft Word or word processor that can save Word compatible files (.doc)
- Using email for communication, attaching documents
- Internet search engines and browsers
- Recording and uploading video files. Not having access to technology will not be tolerated as an excuse for failure to submit assignments.
- The ability to download video files, or to stream files.

Course Requirements:
1. You will be tested on class lecture/discussion materials on scheduled exams.
2. To take thorough notes, study all lecture material, informational handouts, and assigned readings, and work/prepare in a language understood by instructor and class (English).
3. To actively participate in class discussions and group activities.
4. To show maturity/professionalism in preparation of assignments and in classroom behavior. *(Disruptive/inappropriate behavior may result in being dropped from class.)*
5. To show courteousness to fellow classmates.
6. To communicate with instructor when assistance is needed regarding class assignments.
7. To appropriately cite information obtained from other sources. Cases of plagiarism will be treated as will any case of academic dishonesty, with <u>at</u> <u>least</u> a failing grade for the assignment or examination.
8. To initiate withdrawal from the course if absences/ missed work become excessive.

Academic Honesty: It is my expectation and the institution's that appropriate citation and documentation is given for materials and information obtained from other sources. Cases of plagiarism will be treated, <u>as will any case of academic dishonesty</u>, with *at least* a failing grade for the assignment/examination. See the ***SPC Student Handbook*** for more information.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

For information regarding official South Plains College statements about diversity, disabilities, non-discrimination, Title V Pregnancy Accommodations, and Campus Concealed Carry, please visit: https://www.southplainscollege.edu/syllabusstatements/.

Covid-19 Policy Statement: For information and resources about COVID-19, please visit https://www.southplainscollege.edu/emergency/covid19-faq.php.

Contacting your Instructor: It is important you develop a network of your peers that will allow you to get specific information more quickly. That being said, I am available for you to contact me if you have questions or concerns about your progress in this class etc. You may do that by phone if necessary, but email is preferred. I DO NOT RESPOND TO MESSAGES IN BLACKBOARD.
You will find my information on this syllabus or the directory at:
http://www2.southplainscollege.edu/information-for/employees/employee-directory

Assessment and Grading:

This department supports university policies of academic excellence as noted in the student handbook. Interpretation of grades should be considered within the university framework: A=excellent, B=good; C=average; D=inferior; and F=failure.
Grades will be calculated based on the amount of points students earn, interpreted as:
A=900-1000, B=800-899, C=700-799, D=600-699, F=599 and below.

Points Earned:

Module 1

Chapter Quizzes	(4x25 points each)	_____ _____ _____ _____ = _____
Discussion Questions	(4x10 points each)	_____ _____ _____ _____ = _____
The Way We See Me Project		
Image uploads	(3x10 points each)	_____ _____ _____ = _____
Evaluation	(70 points)	= _____

Module 2

Chapter Quizzes	(3x25 points each)	_____ _____ _____ _____ = _____
Discussion Questions	(3x10 points each)	_____ _____ _____ _____ = _____
Listening Activity	(50 points)	= _____

Module 3

Chapter Quizzes	(4x25 points each)	_____ _____ _____ _____ = _____
Discussion Questions	(4x10 points each)	_____ _____ _____ _____ = _____
Research Paper	(100 points)	= _____

Module 4

Chapter Quiz	(25 points)	= _____
Discussion Question	(10 points)	= _____
Conflict Management Activity	(50 points)	=_____
Group Infographic Assignment	(100 points)	= _____
Group Evaluation	(30 points)	= _____
VLOG Assignment	(50 points)	= _____

Final Exam   (100 points)   = _____

Points Possible: **1000**   **Your Total: _____**

*Detailed descriptions of the assignments will be available in Top Hat. *

BLACKBOARD USE IS LIMITED FOR THIS CLASS. You will be able to see important information, links to Top Hat, weekly folders etc. in Blackboard as consistent with other SPC courses, but it is easiest to work in Top Hat or the Top Hat app. The due dates will ONLY be posted on your syllabus calendar and in Top Hat and your most accurate gradebook will be in Top Hat also. In addition, I do not accept emailed assignments unless instructed to do so when assigned and do not check messages in Blackboard. Please email me directly at jfox@southplainscollege.edu.

Attendance and Tardy Policy:
Please make sure you have read and understand your Student Handbook for SPC policies.
The expectation is that you will login to your platform AND check SPC email regularly.
It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. Course averages will be updated twice each week, and guidance will be provided throughout the term to help students decide whether they need to drop the class or not. For more information regarding drops/withdrawals, please visit https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php.

Make-Up Policy: Generally, late/make-up work is NOT accepted. In this online course, you are given ample time to complete assignments. All work has a deadline and deadlines must be met even if the student must be absent from classes. When an unavoidable reason for an absence arises, such as illness, family death, emergency, official trip authorized by the college or an official activity, I **may** permit the student to make up work. Students should communicate with the instructor to confirm a make-up is allowed. Each student will be dealt with on an individual basis. If a student must be absent from completing the online work, they should advise the instructor beforehand if possible and if the student is representing the college, they should have a signed permit from a coach or sponsor. In all cases, it is the student's responsibility to complete work missed within a reasonable amount of time as determined by the instructor
In addition, late work may not receive full credit.

TexBook Program: This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.
· What is TexBook? The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
· How do I access my TexBook? Your course material is in your Blackboard course from the first

day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) eBook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.

· Help with TexBook issues and support: check with your professor or visit: https://support.vitalsource.com/hc/en-us/requests/new (24/7 by chat/email/phone/text)

· Opting out of TexBook: Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

*Please consult with your professor before deciding to opt-out. If you still feel that you should purchase the course textbook/materials on your own, send an opt-out email to pwells@texasbook.com. Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: pwells@texasbook.com / Phone: 806-716-2097

Email: agamble@texasbook.com / Phone: 806-716-4610

Spring 2023 SPCH 1318 Interpersonal ONLINE Course Schedule

Week	Date - TUES	Weekly "To DO" List	DUE (By 9AM each Tuesday)
1	17-Jan	Get E-Text, Get Signed in! / Go to "Welcome" folder and read/complete Intro to Interpersonal / Begin Module 1 / READ and DO CH 1 folder	
2	24-Jan	Module 1 / READ and DO CH 2 folder	DUE: 1/24 / Intro Discussion Question / CH 1 Quiz & Discussion Question
3	31-Jan	Module 1 / READ and DO CH 3 folder / Begin The Way We See Me Activity	DUE: 1/31 / CH 2 Quiz & Discussion Question
4	7-Feb		DUE: 2/7 / CH 3 Quiz & Discussion Question
5	14-Feb	Module 1 / READ and DO CH 4 folder	DUE: 2/14 / The Way We See Me Activity
6	21-Feb	Begin Module 2 / READ and DO CH's 5 & 6 folders	DUE: 2/21 / CH 4 Quiz & Discussion Question
7	28-Feb	Module 2 / READ and DO CH 7 folder	DUE: 2/28 / CH 5 Quiz & Discussion Question / CH 6 Quiz & Discussion Question
8	7-Mar		DUE: 3/7 / CH 7 Quiz & Discussion Question / Listening Activity
	14-Mar	SPRING BREAK	
9	21-Mar	Begin Module 3 / READ and DO CH's 8 & 9 folders / Begin Research Paper	
10	28-Mar		DUE: 3/28 / CH 8 Quiz & Discussion Question / CH 9 Quiz & Discussion Question
11	4-Apr	Module 3 / READ and DO CH's 10 & 11 folders	DUE: 4/4 / Research Paper
12	11-Apr	Begin Module 4 / READ and DO CH 12 folders / Begin Conflict Management Activity / Begin Group Poject	DUE: 4/11 / CH 10 Quiz & Discussion Question / CH 11 Quiz & Discussion Question
13	18-Apr	Continue working on Group Project	DUE: 4/18 / CH 12 Quiz & Discussion Question / Conflict Management Activity
14	25-Apr	Begin Group Evaluation Worksheet / Begin VLOG	DUE: 4/25 / Group Project
15	2-May	Begin FINAL EXAM	DUE: 5/2 / Group Evaluation Worksheet / VLOG
16 FINALS WEEK	9-May	Final Grades Reported This Week	FINAL Due 5/9