



Communication Studies Department
COM 1000-14 (3 Units)
Principles of Human Communication

Fall 2020

Meeting days: Tuesday/Thursday	Instructor title and name: Jonathan Veal
Meeting times: 11:00-12:15 PM	Zoom ID: 550 737 7794
Meeting location: Cabrillo 104	Email: jveal@pointloma.edu
Final Exam: Tues Dec 1 10:30-1:00PM	Office location and hours: Friday 2:00PM-5:00PM via Zoom

PLNU MISSION

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

FOUNDATIONAL EXPLORATIONS MISSION

PLNU provides a foundational course of study in the liberal arts informed by the life, death, and resurrection of Jesus Christ. In keeping with the Wesleyan tradition, the curriculum equips students with a broad range of knowledge and skills within and across disciplines to enrich major study, lifelong learning, and vocational service as Christ-like participants in the world's diverse societies and culture.

COURSE DESCRIPTION

A survey of the human communication process. Emphasis is placed on interpersonal, electronically mediated, and public communication. Particular attention is paid to the preparation and presentation of speeches.

COURSE LEARNING OUTCOMES

- You will be able to describe and discuss the process of human communication.
- You will be able to identify and explain the basic components of an effective speech.
- You will be challenged to interact competently in dyadic and small group experiences.
- You will be able to construct and deliver informational and persuasive speeches within an extemporaneous setting.

REQUIRED MATERIALS & RESOURCES

- Berko, R.M., Wolvin, A. D. & Wolvin, D. R. Communicating: A social and career focus. (12th Ed.). New York: Houghton Mifflin Company.
- <https://canvas.pointloma.edu/login> Critical information will be communicated via Canvas.
- Subscription to 30Minute Prep (www.30minuteprep.com) Instructor Code: JV833MP

COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 3 unit class delivered over 16 weeks. It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their coursework. For this course, students will spend an estimated 112.5 total hours meeting the course learning outcomes. The time estimations are provided in the Canvas modules.

ASSESSMENT AND GRADING

Grade Scale Based on Percentages

A	B	C	D	F
A 93-100	B+ 87-89	C+ 77-79	D+ 67-69	F Less than 59
A- 90-92	B 83-86	C 73-76	D 63-66	
	B- 80-82	C- 70-72	D- 60-62	

Course Point Values

Assignment	Point Value
Quizzes/ Class Activities (10 at 10 pts. Each)	100
Asynchronous Speeches/ At Home Journals (20)	200
Midterm Speech	100
Final Presentation	150
Final Exam	150
Total	700

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on [State Authorization](#) to view which states allow online (distance education) outside of California.

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are

requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 prohibits discrimination against students with special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all synchronous class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions (virtual or face-to-face), the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. In some courses, a portion of the credit hour content will be delivered asynchronously and attendance will be determined by submitting the assignments by the posted due dates. See [Academic Policies](#) in the Undergraduate Academic Catalog. If absences exceed these limits but are due to university excused health issues, an exception will be granted.

Asynchronous Attendance/Participation Definition

A day of attendance in asynchronous content is determined as contributing a substantive note, assignment, discussion, or submission by the posted due date. Failure to meet these standards will result in an absence for that day. Instructors will determine how many asynchronous attendance days are required each week.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the [Office of Spiritual Development](#).

USE OF TECHNOLOGY

In order to be successful in the online environment, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements](#) information. Additionally, students are required to have headphone speakers compatible with their computer available to use. If a student is in need of technological resources please contact student-tech-request@pointloma.edu.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

COURSE CALENDAR (Thursday dates are all asynchronous sessions)

<i>Date</i>	<i>Discussion/ Activity</i>	<i>HW Due</i>	<i>HW Assigned</i>
<i>August 18th</i>	<i>Syllabus and Course Procedures</i>		<i>Registration of 30MinPrep and Video Tutorials</i>
<i>August 20th</i>	<i>Small group meeting (asynchronous)</i>		
<i>August 25th</i>	<i>Introduction to speeches (30 minute prep)</i>	<i>Registration of 30MinPrep and Video Tutorials</i>	
<i>August 27th</i>	<i>Speeches Week 1 (asynchronous)</i>		
<i>September 1st</i>	<i>Chapter 1: The Human Communication Process</i>		<i>Quiz #1</i>
<i>September 3rd</i>	<i>Speeches Week 2 (asynchronous)</i>		
<i>September 8th</i>	<i>Chapter 2: Foundations of Verbal Language</i>	<i>Quiz #1</i>	<i>Quiz #2</i>
<i>September 10th</i>	<i>Speeches Week 3 (asynchronous)</i>		
<i>September 15th</i>	<i>Chapter 2: Continued</i>	<i>Quiz #2</i>	<i>Quiz #3</i>
<i>September 17th</i>	<i>Speeches Week 4 (asynchronous)</i>		
<i>September 22nd</i>	<i>Chapter 3: Nonverbal Communication</i>	<i>Quiz #3</i>	<i>Quiz #4</i>
<i>September 24th</i>	<i>Speeches Week 5 (asynchronous)</i>		
<i>September 29th</i>	<i>Chapter 4: Listening</i>	<i>Quiz #4</i>	<i>Quiz #5</i>
<i>October 1st</i>	<i>Midterm speech (record and send in for evaluation)</i>		

October 6th	Chapter 6: Interpersonal and Electronically Mediated Communication	Quiz #5	Quiz #6
October 8th	Speeches Week 6 (asynchronous)		
October 13th	Chapter 6: Continued	Quiz #6	Quiz #7
October 15th	Speeches Week 7 (asynchronous)		
October 20th	Chapters 11, 12, 13: Speech Writing and Delivery	Quiz #7	Quiz #8
October 22nd	Final presentation discussion (asynchronous)		
October 27th	Chapters 11, 12, 13: Continued	Quiz #8	Quiz #9
October 29th	Speeches Week 8 (asynchronous)		
November 3rd	Persuasion and Propaganda (Selected readings)	Quiz #9	Quiz #10
November 5th	Make up speech day (Record and Turn in)		
November 10th	Communication and Identity (Selected readings)	Quiz #10	
November 12th	Practice for final presentation (asynchronous)		
November 17th	Discussion and Review		

<i>November 19th</i>	<i>Final presentation (record and turn in)</i>		
<i>November 24th</i>	<i>Final Exam Study Guide</i>		<i>Final Exam Prep</i>
<i>November 26th</i>	<i>No Class: Thanksgiving</i>		
<i>December</i>	<i>Final Exam</i>	<i>Final Exam Prep</i>	