CMT1010 - Foundations in Communication

3 Units

Fall 2023

8/28 - 10/22

Fully Online

Meeting Days/Times: N/A

Meeting Location: Online, asynchronous

Final Exam: (Day/Time): Thursday-Friday, WK8

Instructor: Dr. Ocean Cangelosi

Email: jcangelo@pointloma.edu

Office Location and Hours: Zoom, by appointment

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.

COURSE DESCRIPTION

An introduction to the theory and practice of the human communication process, with an emphasis on public speaking. This course will also introduce students to interpersonal and group communication, public speaking, gender communication, and nonverbal communication.

COURSE LEARNING OUTCOMES

1. Analyze the principles and topics related to human communication, describing and discussing the process of human communication and recognizing the theoretical, practical, and spiritual foundations for effective communication (GELO 1a, 1d)
2. Assess components necessary for successful presentations, identifying strategies to present effective speeches and constructing and delivering speeches (GELO 1a-d)
3. Assemble communication competency strategies, examining topics in interpersonal communication and gender communication and explaining the function of nonverbal behavior (GELO 1a, 1d)

GENERAL EDUCATION LEARNING OUTCOMES

- GELO 1a. Written: Students will be able to effectively express ideas and information to others through written communication.

- GELO 1b. Oral: Students will be able to effectively express ideas and information to others through oral communication.

- GELO 1c. Information Literacy: Students will be able to access and cite information as well as evaluate the logic, validity, and relevance of information from a variety of sources.

- GELO 1d. Critical Thinking: Students will be able to examine, critique, and synthesize information in order to arrive at reasoned conclusions.

INSTITUTIONAL LEARNING OUTCOMES

1. **Learning, Informed by our Faith in Christ**
   Students will acquire knowledge of human cultures and the physical and natural world while developing skills and habits of the mind that foster lifelong learning.

2. **Growing, In a Christ-Centered Faith Community**
   Students will develop a deeper and more informed understanding of others as they negotiate complex professional, environmental and social contexts.
3. **Serving, In a Context of Christian Faith**
   Students will serve locally and/or globally in vocational and social settings.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

Adler, R. B., Rodman, G. R., & DuPre, A. (2021). *Essential communication.*Links to an external site.

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 8 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.

	Time Estimates
Assignment Type	**Est**
Speeches	
Assignments	
Lessons	
Exams	
Total	

ASSESSMENT AND GRADING

There are 1,000 total points to earn in this course through assignments and activities. Here is a breakdown of the distribution of points amongst assignment groups:

- **Speeches (320 total points):** Self-introduction Speech, Informative Speech, and Persuasive Speech
- **Assignments (380 total points):** Individual/group Discussions, Research Assignments, Speech Topic Proposals and Outlines, Personal Journal Reflections, and Surveys.
  - Unless otherwise indicated in the Canvas assignment, each written assignment/discussion/reply must be at least a well-written, well-developed paragraph with a topic sentence stating your perspective on the provided prompt, supporting sentences that develop your perspective, and a concluding sentence that wraps up the paragraph. Be sure to keep replies civil and respectful.
- **Lessons (100 total points):** Quizzes within interactive lessons
- **Exams (200 total points):** Midterm and Final, each worth 100 points
- **Extra Credit:** Up to 60 bonus points (due by last day of class):
  - Reflections: For up to 10 points per reflection, email me reflections on any of the course material or responses to any of the questions in the course text. Each reflection should be a well-developed paragraph.
  - Show-and-Tell Video: For up to 10 points per video (2-3 minutes), post a Show-and-Tell video to the Extra-Credit Discussion tab, where you share one of your talents or interests with the class— your song, poem, painting, reflection on a Bible verse, etc.
  - Get-to-Know-You Video: For up to 10 points per video (2-3 minutes), post a Get-to-Know-You video to the Extra-Credit Discussion tab, where you introduce yourself to the class.

Grades will be based on the following:

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	

Questions and Communication

Every question is important, so please do not hesitate to ask questions in or out of class! There is no stupid question. So if you don't understand something, ask! I am available before/after class, by office hours, or by e-mail to answer all your questions or tutor you on any course subject for which you need extra assistance. I am here to help, and I enjoy working with students individually. So, please, don't hesitate to contact me!

I will frequently use Canvas Announcements or email to communicate with you, so please check both. When emailing me, please state what class you are in so I can resolve your concern more quickly.

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

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (EAC@pointloma.edu or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements.

Online Asynchronous Class Attendance

Students taking online courses with no specific scheduled meeting times are expected to actively engage throughout each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes, but is not limited to:

- Engaging in an online discussion
- Submitting an assignment
- Taking an exam
- Participating in online labs
- Initiating contact with faculty member within the learning management system to discuss course content.

Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

Students may be warned if they demonstrate a lack of academic activity. After a warning, students who miss more than one week of academic activity without prior approval and arrangements with the instructor may be de-enrolled or withdrawn from a course. If the date of de-enrollment is past the last date to withdraw from a course, the student will be assigned a letter grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed after the last date to withdraw from a course.

COURSE MODALITY DEFINITIONS

1. **In-Person:** Course meetings are face-to-face with no more than 25% online delivery.
2. **Online:** Coursework is completed 100% online and asynchronously.
3. **Online Synchronous:** Coursework is completed 100% online with required weekly online class meetings.
4. **Hybrid:** Courses that meet face-to-face with required online components.

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

SPIRITUAL CARE

PLNU strives to be a place where you grow as a whole person. If you have questions for, desire to meet, or share a prayer request you may email [mvchaplain@pointloma.edu.Links to an external site.](). In addition, on the MV campus there is a prayer chapel on the third floor which is open for use as a space set apart for quiet reflection and prayer.

SEXUAL MISCONDUCT AND DISCRIMINATION

Point Loma Nazarene University faculty are committed to helping create a safe learning environment for all students. If you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that help and support are available through the [Title IX Office](). Please be aware that under Title IX of the Education Amendments of 1972, it is required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at [counselingservices@pointloma.edu]() or find a list of campus pastors at the [Title IX Office | Get Help Now]()

USE OF TECHNOLOGY

In order to be successful in the online or hybrid 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, microphone, or webcams compatible with their computer available to use. Please note that any course with online proctored exams require a computer with a camera (tablets are not compatible) to complete exams online.

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

ARTIFICIAL INTELLIGENCE (AI) POLICY

We're currently in a time of transition and learning with AI. In this course, you're welcome to treat AI as you would a human resource: You can bounce ideas off of the AI. You can share some of your writing with the AI and ask for grammatical advice (as long as you're comfortable with your work becoming part of the AI's training, with no compensation for you!). You can have a conversation with the AI as you're planning a speech.

However, my expectation is that the work you submit in class is primarily authored by you. A key learning path in our class involves practicing different writing skills, and neither of us will know what you're learning if you overly rely on AI to produce your writing.

Thus, when you do use AI to any degree, you must document and credit the AI tool. For example, paraphrased text generated using ChatGPT should include a citation according to [APALinks to an external site.](), [MLALinks to an external site.](), or [Chicago StyleLinks to an external site.]() generative AI citation guidelines. If you use the AI for brainstorming and editing assistance, include a footnote that thanks the AI for the specific assistance it provided you. Failure to properly cite/credit AI when used to any degree constitutes plagiarism and warrants academic-integrity charges.

As always, do not hesitate to contact me if you have any questions about the best way to proceed with AI, as it's always better to be safe than sorry.

LANGUAGE AND BELONGING

Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars we are keenly aware of the power of language and believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage, political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.

You may report an incident(s) using the [Bias Incident Reporting FormLinks to an external site.]().

Syllabus Subject to Change

Information contained in the course syllabus is subject to change with advance notice, as deemed appropriate by the instructor for student learning.

ASSIGNMENTS AT-A-GLANCE
Course Summary:

Date	Details
Tue Aug 29, 2023	Page Week 1 Overview
Sun Sep 3, 2023	Quiz Academic Honesty Verification Statement
	Quiz WK1 | Interactive Lesson: Intro to Communication
	Discussion Topic WK1 | Self Introduction Mini-Speech
Mon Sep 4, 2023	Page Week 2 Overview
Sun Sep 10, 2023	Assignment WK2 | Assignment: Journal Response #1
	Discussion Topic WK2 | Discussion 1: Misconceptions about Communication
	Discussion Topic WK2 | Discussion 2: Emotional Intelligence (Ch. 2)
	Quiz WK2 | Interactive Lesson: Chapter 1 - The Human Communication Process
	Quiz WK2 | Interactive Lesson: Chapter 2 - The Foundations of Verbal Language
Mon Sep 11, 2023	Page Week 3 Overview

Date	Details
	Discussion Topic WK3 | Class Discussion: Group Videos on Verbal/Nonverbal Relati
	Assignment WK3 | Assignment: Listening with Empathy
Sun Sep 17, 2023	Quiz WK3 | Interactive Lesson: Chapter 5 - The Self and Perception
	Quiz WK3 | Interactive Lesson: Chapter 6 - Interpersonal and Electronically Mediated
	Discussion Topic WK3 | Small Group Discussion: Expectancy Violations Theory
Mon Sep 18, 2023	Page Week 4 Overview
	Quiz WK4 Assignment: Library Guide
	Assignment WK4 | Assignment: Speech Delivery Plan
	Discussion Topic WK4 | Group Discussion: Visuals in Need of Aid
Sun Sep 24, 2023	Quiz WK4 | Interactive Lesson: Chapter 12 - Developing the Message
	Quiz WK4 | Interactive Lesson: Chapter 13 - Structuring the Message
	Quiz WK4 | Mid-Course Survey
	Quiz WK4 | Midterm Choice A: Multiple-Choice Exam
	Assignment WK4 | Midterm Choice B: Video Presentation
Mon Sep 25, 2023	Page Week 5 Overview
	Assignment WK5 Topic Proposals: Informative Speech
Wed Sep 27, 2023	Assignment WK5 | Assignment: Thesis Statement

Date	Details
Sun Oct 1, 2023	Assignment WK 5 | Assignment: Research Assignment
	Quiz WK5 | Interactive Lesson: Chapter 14 - The Informative Speech
Mon Oct 2, 2023	Page Week 6 Overview
Wed Oct 4, 2023	Assignment WK6 | Assignment: Informative Speech Working Outline
Fri Oct 6, 2023	Assignment WK6 | Peer Reviews for Working Outline
Sun Oct 8, 2023	Assignment WK6 | Assignment: Connect with Your Audience Remotely
	Assignment WK6 | Assignment: Informative Speech Outline
	Discussion Topic WK6 | Informative Speech
Mon Oct 9, 2023	Page Week 7 Overview
	Assignment WK 7: Topic Proposals: Persuasive Speech
Sun Oct 15, 2023	Quiz WK7 | Interactive Lesson: Chapter 11 - Planning the Message
	Quiz WK7 | Interactive Lesson: Chapter 7 - Interpersonal Skills and Conflict Managen
	Quiz WK7 | Interactive Lesson: Chapter 8 - The Interview
	Quiz WK7 | Interactive Lesson: Chapter 9 - Concept of Groups
	Assignment WK7 | Assignment: Persuasive Speech Outline
Mon Oct 16, 2023	Page Week 8 Overview
Wed Oct 18, 2023	Discussion Topic WK8 | Persuasive Speech

Date	Details
	Assignment WK 8	End-of-Course Evaluation
	Quiz WK8	Final Exam Option A: Multiple-Choice
Fri Oct 20, 2023	Assignment Extra Credit
	Assignment WK 8: Final Exam Option B: Video Presentation