

COM 310 (3 units): Nonverbal Communication
Department of Communication & Theatre
Spring 2016


PLNU *forward*

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 becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

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|--|---|
| Meeting days: Tuesday/Thursday | Instructor title and name: Prof. Ashley Nuckels Cuevas, M.A. |
| Meeting times: 9:30 - 10:45a.m. | Phone: 619-849-3262 |
| Meeting location: Cabrillo 104 | E-mail: anuckels100@pointloma.edu |
| Additional info: | Office location and hours: Cabrillo Annex 103 TBD |
| Final Exam: Tuesday May 3 10:30-1:00p.m. | |

REQUIRED MATERIALS & RESOURCES

 Mark Hickson, III, Don W. Stacks, & Nina-Jo Moore. (2014) *Nonverbal Communication: Studies and Applications*, (6th Ed.). 2004. Roxbury Publishing: Los Angeles



<https://canvas.pointloma.edu/login> Critical information will be communicated via Canvas.

COURSE DESCRIPTION

Theory and research on nonverbal aspects of speech communication, emphasizing the importance of time, space, body language, touch and vocalics.

COURSE LEARNING OUTCOMES

- You will be able to recognize and analyze basic concepts of Nonverbal Communication.
- You will be able to identify and explain their applications.
- You will be able to construct an in depth academic research paper on a specific facet of Nonverbal Communication studies.
- You will be able to construct and deliver informational presentations.

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. Specific details about how the class meets the credit hour requirement can be provided upon request.

COURSE PROCEDURE

1. You are expected to be familiar with all material in Canvas, including this syllabus and class schedule.

ASSESSMENT & GRADING

Grade Scale (% to Letter):

| | | | |
|--------|----|-------|----|
| 93-100 | A | 73-76 | C |
| 90-92 | A- | 70-72 | C- |
| 87-89 | B+ | 67-69 | D+ |
| 83-86 | B | 63-66 | D |
| 80-82 | B- | 60-62 | D- |
| 77-79 | C+ | 0-59 | F |

Course Point Values:

| Assignment | Point Value |
|-------------------------|-------------|
| Nonverbal Diary Project | 200 |
| Nonverbal Evaluation | 50 |
| Pantomime Application | 50 |
| Research Paper | 300 |
| Topic Presentation | 100 |
| Midterm Exam | 150 |
| Final Exam | 150 |
| Total | 1000 |

STUDENT RESPONSIBILITY

It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may easily result in a grade of F on the official transcript.

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.

ATTENDANCE AND PARTICIPATION

Regular and punctual attendance at all classes is considered essential to optimum academic achievement. You are expected to attend each class session. It is recognized that many of you have outside commitments to the university; these are considered excused, but must be cleared with the instructor PRIOR to the absence and written documentation presented, including sports. If you are absent from more than 10 percent of class meetings, I have the option of filing a written report which may result in de-enrollment. If the absences exceed 20 percent, you may be de-enrolled without notice. If the date of de-enrollment is past the last date to withdraw from a class, you will be assigned a grade of W or WF consistent with university policy in the grading section of the catalog. See [Academic Policies](#) in the undergrad student catalog.

USE OF TECHNOLOGY

Point Loma Nazarene University encourages the use of technology for learning, communication, and collaboration. However, cell phones must be turned off before class begins. Laptops, tablets and all other electronic devices cannot be used during lecture/discussion without permission by the instructor or authorized by the [Disability Resource Center](#) (DRC). The use of these technology devices during any class period will count in your absence.

ACADEMIC HONESTY

“PLNU exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed...” (PLNU Catalog). As such students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. As explained in the university catalog, 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. Violations of university academic honesty include cheating, plagiarism, falsification, aiding the academic dishonesty of others, or malicious misuse of university resources. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for a) that particular assignment or examination, and/or b) the course following the procedure in the university catalog. Students may appeal also using the procedure in the university catalog. See [Academic Policies](#) for further information.

ACADEMIC ACCOMMODATIONS

While all students are expected to meet the minimum academic standards for completion of this course as established by the instructor, students with disabilities may request academic accommodations. At Point Loma Nazarene University, students must request that academic accommodations by filing documentation with the [Disability Resource Center](#) (DRC), located in the Bond Academic Center. Once the student files documentation, the Disability Resource Center will contact the student’s instructors and provide written recommendations for reasonable and appropriate accommodations to meet the individual needs of the student. See [Academic Policies](#) in the (undergrad/graduate as appropriate) academic catalog.

FERPA POLICY

In compliance with federal law, neither PLNU student ID nor social security number should be used in publicly posted grades or returned sets of assignments without student written permission. This class will meet the federal requirements by (Note: each faculty member should choose one strategy to use: distributing all grades and papers individually; requesting and filing written student permission; or assigning each student a unique class ID number not identifiable on the alphabetic roster.). Also in compliance with FERPA, you will be the only person given information about your progress in this class unless you have designated others to receive it in the “Information Release” section of the student portal. See [Policy Statements](#) in the (undergrad/ graduate as appropriate) academic catalog.

FINAL EXAMINATION POLICY

Successful completion of this class requires taking the final examination **on its scheduled day**. The final examination schedule is posted on the [Class Schedules](#) site and on Canvas. No requests for early examinations or alternative days will be approved.

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.

COURSE SCHEDULE AND ASSIGNMENTS

1. There are in class activities that you must be present on the day of in order to earn the points.
2. There are multiple written assignments required for this course.
3. There is one presentation which will require you to speak to in front of the class.
4. A midterm and final (cumulative) exam will be given.
5. See Canvas for additional assignment details & schedule.

EXPLANATION OF CLASS ASSIGNMENTS – See Canvas for details, examples and links.

1. Nonverbal Diary:

- a. Description: Students will be asked to violate some social norms surrounding Nonverbal Communication and record their experiences, including people’s reactions to them.
- b. Requirements:

- i. This is longitudinal project that will take place over 7 days. For each day the student will be required to perform a specific action. (Listed Below)
- ii. The activities must take place in the order they are presented below. Otherwise students will automatically be docked 15% of their grade.
- iii. Students should also perform the required activities throughout the majority of the day so that students can compare and contrast different people's reactions to their actions.
- iv. Students must not tell others that they are doing these behaviors as a class research project because it will skew their reactions and therefore skew the results.
- v. 7 Actions
 - 1. Change one of your haptic behaviors. If you normally hug people when you say hello, do not do so on this day. Conversely, if you normally do not give hugs or physically welcome someone do so on this day.
 - 2. Change one or more of your proxemics practices. Try sitting in a different seat than you normally do in each class, sit in a new spot in chapel or the cafeteria.
 - 3. Change your appearance. Dress professionally today.
 - 4. Change your appearance. Dress in comfortable clothing such as pajama pants and a large oversized shirt with flip flops or slippers. Note: You are still required to meet the code of conduct for the school's dress code.
 - 5. Change Appearance. Wear your favorite piece of clothing.
 - 6. Change your Chronemic practices. If you show up "fashionably late" show up at least 10 minutes early to your class or your meeting with friends. If you are usually "an early person" who arrives directly on time for class or a bit late to meeting with your friends. Note: Do not be tardy for classes.
 - 7. Change your Ocalics. Avoid eye contact with people during conversations.
- vi. Each day should have 1-2 page reflection.
- vii. There should be a closing 2 page summary of the entire experience.
- viii. Presentation: Students will present a 5 minute presentation summarizing the following:
 - 1. Focus on one day's activities.
 - 2. Summarize your actions, how people responded and how you felt.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

2. **Nonverbal Evaluation and Pantomime Activity:**

- a. Description: These will take place in class both as individuals and groups which will be assigned as necessary by the instructor.
- b. Requirements: Students must be present in class and participate to receive credit.
- c. Style Standard: Non Applicable

3. **Research Paper:**

- a. Description: Students will be required to construct an academic research paper giving deep and thorough analysis about a specific topic selected from those made available by the instructor.
- b. Requirements: 15-18 pages, a minimum of 15 academic source citations, this should be structured as an informative paper based upon the premise that your audience is moderately familiar with Communication studies and provide the reader with the most up-to-date analysis of the topic.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

4. **Topic Presentation:**

- a. Description: Students will construct a presentation to the class summarizing the research they conducted for their research paper.
- b. Requirements: Presentation should be 7-10 minutes in length, students should be dressed professionally, students must provide relevant and professional quality visual aids, presentation will cover the summary of the research conducted in addition to an application section where the student instructs the class how to utilize the provided information to their advantage outside of the classroom.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

COURSE CALENDAR

| Date | Discussion/ Activity | HW Due | HW Assigned |
|--------------|---|-----------------|--------------------------|
| Jan 14, 2016 | Presentation of Syllabus | | Ch. 1 |
| Jan 19, 2016 | Ch. 1: Foundations of Nonverbal Communication | Ch. 1 | |
| Jan 21, 2016 | Ch. 1 Continued | | |
| Jan 26, 2016 | Nonverbal Evaluation Exercise | | Ch. 2 |
| Jan 28, 2016 | Ch. 2 Haptics | Ch. 2 | |
| Feb 2, 2016 | | | Ch. 3 |
| Feb 4, 2016 | Ch. 3 Proxemics (Personal Space) | Ch. 3 | |
| Feb 9, 2016 | | | Ch. 4 |
| Feb 11, 2016 | Ch. 4 Proxemics (Territory and Environment) | Ch. 4 | |
| Feb 16, 2016 | | | Ch. 5 |
| Feb 18, 2016 | Ch. 5 Physical Appearance: Impressions of the Body | Ch. 5 | |
| Feb 23, 2016 | | | Ch. 6 |
| Feb 25, 2016 | Ch. 6 Body Alterations and Coverings | Ch. 6 | |
| Mar 1, 2016 | Midterm Review | | |
| Mar 3, 2016 | Midterm Exam | | Ch. 7 |
| Mar 8, 2016 | No Class | | |
| Mar 10, 2016 | No Class | | |
| Mar 15, 2016 | No Class | | |
| Mar 17, 2016 | Return and Review Midterms Ch. 7 Kinesics: The Study of Human Body Movements Assign Nonverbal Diary | Ch. 7 | Nonverbal Diary Ch. 8 |
| Mar 22, 2016 | (NPDA) Ch. 8 A Practical Functional Approach to Kinesics | Ch. 8 | |
| Mar 24, 2016 | No Class | | |
| Mar 29, 2016 | Nonverbal Diary Presentations | Nonverbal Diary | |
| Mar 31, 2016 | Ch 9 Vocalics (Paralanguage) | | |
| Apr 5, 2016 | Pantomime Activity | | |
| Apr 7, 2016 | Student Presentations: Ch. 10 | | |

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|--------------|---|----------------|--|
| Apr 12, 2016 | Student Presentations: Ch. 11 | | |
| Apr 14, 2016 | Student Presentations: Ch. 12 | | |
| Apr 19, 2016 | Student Presentations: Ch. 12 | | |
| Apr 21, 2016 | Student Presentations: Ch. 13 | | |
| Apr 26, 2016 | Ch. 14 The Future of Nonverbal Communication: A Review | Research Paper | |
| Apr 28, 2016 | Final Review | | |
| May 3, 2016 | Final 10:30am-1:00pm. (Anyone who arrives late to the final exam will be docked points.) | | |