

	Department of Communication Studies COMM 1000 Section 12 (3 units) Principles of Human Communication
	Fall 2020
Meeting days: Tuesdays	Instructor title and name: Ms. Olivia Neidhart, MA
Meeting times: 6:00-8:40pm	Phone: (619)-849-2605
Meeting location: LBRT 204A	Email: oneidhar@pointloma.edu
Final Exam: December 01 7:30pm	Office location and hours: <ul style="list-style-type: none"> • Monday, 4-5pm • Wednesday, 4-4:30pm • Thursday, 4-4:30pm

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 intrapersonal, interpersonal, and public communication. Particular attention is paid to the analysis, 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 small group experiences.
- You will be able to construct and deliver informational and persuasive speeches

FOUNDATIONAL EXPLORATIONS LEARNING OUTCOMES

Ib Oral: Students will be able to effectively express ideas and information to others through oral communication

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.

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

Grades will be based on the following scale:

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
Introduction Post	10
Introduction Post Comments	15 (3 @ 5 pts each)
Speech of Introduction	25
Informative Speech Outline	25
Informative Speech	25
Persuasive Speech Outline	25
Persuasive Speech	50
Personal Speech Reflections	30 <ul style="list-style-type: none"> • Introduction Reflection @ 10pts • Informative Reflection @ 10pts • Persuasive Reflection @ 10pts
Peer Speech Evaluation	50 <ul style="list-style-type: none"> • 5 Informative Evaluations @ 5 pts • 5 Persuasive Evaluations @ 5 pts
Chapter Analysis	15 (15 @ 5pts each)
Chapter Facilitation	25
Online Participation	45
Midterm	50
Final	50
Total	500

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.

INCOMPLETE 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 HONEST 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.

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.

ASSIGNMENTS AT-A-GLANCE

Date	Discussion/ Activity	HW Due	HW Assigned
August 18	Syllabus and Course Procedures Ch. 1- Human Communication Process	-Ch. 1 & Ch. 5 Assignment Introduction Post + 3 Comments	Ch. 2 (pg. 35-51) Ch. 3 (pg. 53-77)
August 25	Ch. 2- Verbal Language Ch. 3- Nonverbal Communication Introduction Speeches	Ch. 2 & 3 Book Assignment Introduction Speeches	Ch. 9 (pg.243-265) Ch. 10 (pg. 271-292)
September 1	Ch. 9- Concepts of Groups Ch. 10- Participating in Groups Overview of Informative Speech	Ch. 9 & 10 Book Assignment Introduction Speech Reflection	Ch. 11 (pg. 293-318) Ch. 12 (pg. 320-333)
September 8	Ch. 11- Planning the Message Ch. 12- Developing the Message Overview of Source Citations	Ch. 11 & 12 Book Assignment	Ch. 13 (pg.343-357) Ch. 14 (pg. 369-384)
September 15	Ch. 13- Structuring the Message Ch. 14- The Informative Speech	Ch. 13 & 14 Book Assignment	Ch. 16 (pg. 413-430)
September 22	Ch. 16- Presenting the Message	Ch. 16 Book Assignment	Prepare Speech

September 29	Informative Speeches	Informative Outline Due Informative Speech Due	Study for midterm Informative Peer Reflections
October 6	Midterm Exam	Informative Reflection Due	Ch. 5 (pg. 107-116) Ch. 5 (pg. 126-127)
October 13 *Mid-Semester Grades Due Spiritual Renewal Week	Ch. 5- Self and Perception	Ch. 5 Book Assignment	Ch. 15 (pg. 385-412)
October 20	Ch. 15- The Persuasive Speech	15 Book Assignment	Ch. 6 (pg. 131-148) Ch. 6 (pg. 153-158) Ch. 7 (pg. 173-209)
October 27	Ch. 6- Interpersonal and Electronically Mediated Communication Ch. 7- Interpersonal Skills and Conflict Management	Ch. 6 & 7 Book Assignment	Ch. 4 (pg. 81-104)
November 3	Ch. 4- Listening	Ch. 4 Book Assignment	Ch. 8 (pg. 210-228)
November 10	Ch. 8- The Interview	Ch. 8 Book Assignment	Persuasive Speech
November 17	Persuasive Outline Assignment		Persuasive Speech
November 24	Persuasive Speeches Due Exam Review (*)	Persuasive Outline Due Persuasive Speech Due	Peer Evaluations
December 1 Exam Week	Final Exam	Persuasive Reflection Due Persuasive Peer Evaluations Due	