

	Department/School Name Communication Course Number and Name COM 1000-17 Number of Units 3
Fall 2022	

Meeting days: M/W/F	Instructor title and name: DeVillez MA
Meeting times: 12:15-1:10pm	Phone: 619-849-2605
Meeting location: Cabrillo Hall 104	Email: ddeville@pointloma.edu
Final Exam: Dec 16 Friday 10:30-1:00pm	Office location and hours: Cabrillo Hall 11:45-12:15
Additional info:	Additional info:

PNLU Fall 2022

COM 1000 (17): Principles of Human Communication

Monday/ Wednesday/ Friday

Cabrillo Hall 104

Professor: Darron DeVillez

Email: ddeville@pointloma.edu

Office Hours: Every day before class, by appointment, or by email.

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.
- One package of three-by-five cards

Please read and save this syllabus. If you remain in the course after the first day, then you are stipulating that you will abide by the university and course policies described within this syllabus.

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

COM 1000-17

A survey of the human communication process. Emphasis is placed on intrapersonal, interpersonal, and public communication. Particular attention is paid to the preparation and presentation of speeches. (FE)

LEARNING OUTCOMES

- Students will be able to describe and discuss the process of human communication. - Students will be able to identify and explain the basic components of an effective speech. - Students will be challenged to interact competently in dyadic, and small group experiences. - Students will be able to construct and deliver informational and persuasive speeches. -Develop the theoretical, practical, and spiritual foundations for effective communication.

FOUNDATIONAL EXPLORATIONS LEARNING OUTCOMES

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

You must complete all of the course assignments/speeches and take the final exam in order to pass the class, regardless of point totals.

Speeches: There are three major speaking assignments required for this course:

You will have one informative partner speech. This speech will inform the class on a country for us to visit. This speech will have visual aids to assist you in your speech. The informative speech is a 10 minute speech. In addition to the informative speech, students will be required to turn in a formal outline.

The second speech will be an extemporaneous speech. Topics for this speech will be handed out the day of the speech. For the Extemp speech students will have multiple attempts to practice this speech. For this speech there is no formal outline to turn in. With that said, students will be required to produce their 3x5 cards for credit as an informal outline.

The third and final major speech for this course is a 10-minute persuasive speech. For this speech, you will turn in a formal outline, and **you will be able to use notecards on the day that you speak for all speeches**. The foundational information for this speech will be based on the information you gathered from your graded Extemp speech.

You will receive detailed assignment guidelines for each speech on the date that it is assigned (see the schedule.) You must be ready to present your speech on the date you are assigned to speak. It is your responsibility to know this date. If you do not show up on your assigned speaking day, you will fail the speech. If you are late to class on your speech day, you jeopardize partial credit for your speech. If there are extenuating circumstances (medical or family emergencies, PLNU team games/activities), you may prearrange to exchange speech days with another student if prior notice is given to the instructor. I am not responsible for finding another student to switch with you.

Minor-Speeches: There will be two “minor-speeches” (introduction, and instructional). These speeches will be graded, and you will receive 10 participation points for thoughtful preparation

and delivery of each. Mini speeches must be completed in the designated class period on the schedule and cannot be made up.

The first minor speech is an instructional speech. The speech topics for this speech is very flexible. The time for this speech is 3 to 5 minutes.

The second minor speech for this course is an introduction speech. For this speech students will introduce their informative speech partner to the class. The time for this speech is a 3 to 5 minutes.

During speech days, you are expected to be an attentive and supportive audience member. **Please NEVER walk in or out of the classroom during a speech.** If you are engaging in distracting behavior (talking, using an electronic device, writing, sleeping, etc.) while another student is presenting, you will lose points on your own speech. At times you will be asked to provide oral and/or written feedback to your peers about their speeches.

QUIZZES AND FINAL EXAM

Reading Quizzes: You will have 5 reading quizzes throughout the semester on select chapters of the text (see course schedule for dates). There will be an additional 6th quiz that will serve as extra credit. Quizzes will be administered online through our canvas shell. You may use your handwritten notes as an aid for the quizzes. Quizzes will consist of a mix of multiple-choice, T/F, fill-in-the-blank, and short response/essay questions. *Our final exam will be on December 16 Friday from 10:30-1:00pm*

Our final exam will be based on readings, lecture, and quizzes. Our final exam date is posted on the PLNU, and everyone will be required to take the final regardless of their point values.

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

Assignments

Instructional speech	25
Introduction speech	25
Informative speech	50
Informative speech outline	50

Extemporaneous speech	50
Extemporaneous informal outline (3x5 card)	30
Persuasive speech	50
Persuasive speech outline	50
Quizzes	50
Final Exam	100
Participation points	100
Peer Review	100
Extra credit	
Total	680

Grades will be based on the following:

Sample Standard 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	

Written Work: Please type, double-spaced, and staple all written work unless instructed otherwise. It is my expectation that all writing will be clear, coherent, and free of grammatical/spelling errors. Please proof all written work – your grade will reflect both the substance and the style of your writing. When working on the computer, try to plan for the “unexpected” but predictable problems: plan extra time for library printing lines and backup files as you go.

Support: I am committed to helping every student attain their best possible education. **I AM HERE TO HELP!** Please do not hesitate to ask questions, or ask for help, in or out of class. I will also be available if you would like me to review your work and give you feedback before it is turned in or presented. If you have any special needs that would be helpful for me to be aware of, please do let me know.

SPIRITUAL CARE

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

If you have questions, a desire to meet with the chaplain, or if you have prayer requests, you can contact the [Office of Student Life and Formation](#).

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.

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 ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions, 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.

COURSE MODALITY DEFINITIONS

In-Person: Course meetings are face-to-face with no more than 25% online delivery.

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.

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.

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 at pointloma.edu/Title-IX. 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 pointloma.edu/title-ix

Okay, take a deep breath. This class is very interactive. We will laugh, learn, and lean on each other throughout the semester. I am a firm believer in a servant leadership model. But, I know what you're thinking; Professor it's too early!!

To that point, I suggest reading Psalm 5:3