

## Communication 131X

### FUNDAMENTALS OF ORAL COMMUNICATION - GROUP CONTEXT

Fall 2011

3 credits

**Days/Section/Time/Location:**

**Instructor:**

**Email:**

**Work Phone: 474-1876**

**Office Hours:**

**Office Location: 503H Gruening Building**

#### **Brief Course Description:**

This course is an introduction to the study of small group communication and public presentation. It is designed to help you learn to apply theory regarding small group communication to actual participation in small group contexts. You will become more competent and comfortable in communicating in group situations through in-class participation, problem solving, group observation, and public presentation activities.

THE COURSE SCHEDULE IS PROVIDED BELOW. THE FOLLOWING PAGES CONTAIN MORE INFORMATION ON THE NATURE OF THIS COURSE. YOU WILL BE EXPECTED TO KNOW ALL OF THE INFORMATION IN THIS SYLLABUS. BE SURE TO READ IT VERY CAREFULLY, TOGETHER WITH THE ASSIGNMENT DESCRIPTIONS IN THE SUPPLEMENTARY INFORMATION PACKET. YOU ARE RESPONSIBLE FOR ALL OF THIS INFORMATION, INCLUDING THE INFORMATION ON DEADLINES AND GRADING POLICIES.

**POLICY: It is the policy of the Department of Communication that, due to the developmental nature of this class, students who are not present in the classroom during the first OR second day of the semester may be dropped from the class by the Instructor (wait listed students included).**

#### **Mon/Wed/Fri Course Schedule (Subject to revision)**

<u>DATE</u>	<u>TOPIC</u>	<u>ASSIGNMENT DUE</u>
9/3	Introduction to class	
9/8	Class introductions	Syllabus; SIP pp. 1-7
9/10	Diagnostic presentations (SIP p. 12)	<i>Class Schedule to Instructor</i>
9/13	Diagnostic presentations	
9/15	Effective public presentations	<i>Handbook, Chs. 1, 10, 18, 28</i>

9/17	Effective public presentations	<i>Handbook</i> , Chs. 19, 20
9/20	Effective public presentations	<i>Handbook</i> , Chs. 22, 29, 30,31
9/22	Effective public presentations	<i>Handbook</i> , Chs. 4, 33, 34, 35
9/24	Effective public presentations	<i>Handbook</i> , Chs. 2, 3
9/27	1 <sup>st</sup> GRADED PRESENTATION (SIP p. 13)	Outline Due
9/29	1 <sup>st</sup> GRADED PRESENTATION	Outline Due
10/1	1 <sup>st</sup> GRADED PRESENTATION	Outline Due
10/4	Intro. to Human Communication & Groups	<i>Handbook</i> , pp. 2-3
10/6	Effective public presentations (review)	<i>Handbook</i> , Chs. 11, 12, 13
10/8	Effective public presentations (review)	<i>Handbook</i> , Ch. 36
10/11	TEST #1	All assigned material
10/13	Groups as systems	<i>Discussion</i> , Ch. 2, 3
10/15	Group development	<i>Discussion</i> , Ch. 4
10/18	Group development	Topics & Resources Due
10/20	Group climate	Reading as assigned
10/22	2 <sup>nd</sup> GRADED PRESENTATION (SIP p. 17)	Outline Due
10/25	2 <sup>nd</sup> GRADED PRESENTATION	Outline Due
10/27	2 <sup>nd</sup> GRADED PRESENTATION	Outline Due
10/29	Diversity & Communication	Reading as assigned
11/1	Diversity & Communication	Reading as assigned(Last Withdraw)
11/3	Handling conflict in groups	<i>Discussion</i> , Ch. 6
11/5	Handling conflict in groups	<b>Contracts Due</b> (SIP pp. 9-10)
11/8	Effective group problem solving	<i>Discussion</i> , Chs. 1,7
11/10	Effective group problem solving	<i>Discussion</i> , Chs. 8, 9
11/12	Effective group problem solving	<i>Discussion</i> , Chs. 10, 11
11/15	Effective group problem solving	Reading as assigned
11/17	GRADED PROBLEM SOLVING (SIP pp. 18-22)	
11/19	GRADED PROBLEM SOLVING	
11/22	Group work day	Work as group assigned & <i>Handbook</i> , Ch. 37
11/24	Group work day	Work as group assigns
11/26	Holiday	
11/29	Group work day	Work as group assigns
12/1	Group work day	Symposium Outlines Due
12/3	SYMPOSIUM PRESENTATIONS (SIP pp. 23-24)	
12/6	SYMPOSIUM PRESENTATIONS	
12/8	SYMPOSIUM PRESENTATIONS	
12/10	SYMPOISUM PRESENTATIONS	
12/13	Review for test	Assessment of Group (SIP, p. 21-22)
12/15-18 (Final Exam Date & Time)	TEST #2	All assigned material

**Tuesday/Thursday Course Schedule (Subject to revision)**

<u>DATE</u>	<u>TOPIC</u>	<u>ASSIGNMENT DUE</u>
9/2	Introduction to class	
9/7	Class introductions & Begin Diagnostic Presentations (SIP p. 12)	Syllabus, SIP pp. 1-7
9/9	Diagnostic presentations	<b><i>Class schedule to instructor</i></b>
9/14	Effective public presentations	<i>Handbook</i> , Chs. 1, 10, 18, 19, 20, 28
9/16	Effective public presentations	<i>Handbook</i> , Chs. 22, 29, 30, 31
9/21	Effective public presentations	<i>Handbook</i> , Chs. 2, 3, 4, 33, 34, 35
9/23	1 <sup>st</sup> GRADED PRESENTATION (SIP p. 13)	Outline Due
9/28	1 <sup>st</sup> GRADED PRESENTATION	Outline Due
9/30	Intro. to Human Communication & Groups	<i>Handbook</i> , pp. 2-3
10/5	Effective public presentations (review)	<i>Handbook</i> , Chs. 11, 12, 13, 36
10/7	TEST #1	All assigned material
10/12	Groups as systems	<i>Discussion</i> , Chs. 2, 3
10/14	Group development & climate	Topics & Resources Due & <i>Discussion</i> , Ch. 4
10/19	2 <sup>nd</sup> GRADED PRESENTATION (SIP p. 17)	Outline Due
10/21	2 <sup>nd</sup> GRADED PRESENTATION	Outline Due
10/26	Diversity & Communication	Reading as assigned
10/28	Handling conflict in groups	<b><i>Contracts Due</i></b> (SIP, pp. 9-10) & <i>Discussion</i> , Ch. 6 (Last Withdrawal)
11/2	Effective group problem solving	<i>Discussion</i> , Chs. 1, 7
11/4	Effective group problem solving	<i>Discussion</i> , Chs. 8, 9
11/9	Effective group problem solving	<i>Discussion</i> , Chs. 10, 11
11/11	GRADED PROBLEM SOLVING (SIP pp. 18-22)	
11/16	GRADED PROBLEM SOLVING	
11/18	Group work day	Work as group assigns & <i>Handbook</i> , Ch. 37
11/23	Group work day	Work as group assigns
11/25	Holiday	
11/30	Group work day	Symposium Outlines Due
12/2	SYMPOSIUM PRESENTATIONS (SIP pp. 23-24)	
12/7	SYMPOSIUM PRESENTATIONS	
12/9	Review for test	<b><i>Assessment of Group</i></b> (SIP, p. 22-22)
12/15-18	(Final Exam Date & Time) TEST #2	All assigned material