

Wheeling Jesuit University
Department of Communication
COMM-151: Fundamentals of Interpersonal Communication (3 cr.)
MW 2:00-3:15 pm
Spring 2019

Instructor: Dr. Nancy Bressler

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Office Hours: T/Th 11:00-11:50; M 3:30-5:30 and by appointment

Course Catalog Description:

This course introduces students to the theoretical perspectives and relational dynamics of interpersonal communication. Students emphasize building, maintaining, and sustaining familial, business and professional, friendly, and romantic relationships through verbal and nonverbal communication. They will also analyze the presence of conflict and discuss conflict management techniques. Finally, consideration of how social media has altered how we communicate with others will also be addressed.

Required Materials:

Adler, R., Rosenfeld, L. & Proctor, R. (2014). *Interplay: The process of interpersonal communication, 14th Edition*. (ISBN: 978-0190646257).

A pocket folder to submit assignments

Internet access to check our Blackboard site often for information, assignments, and updates

Course Objectives:

By the end of this course, you should be able to:

- 1) Expand your knowledge about core concepts and theories in interpersonal communication (“*Understanding*” on Bloom’s Taxonomy Scale).
- 2) Recognize and recall interpersonal communication skills to create and maintain relationships (“*Remembering*” on Bloom’s Taxonomy Scale).
- 3) Utilize practical interpersonal communication skills to your own relationships specifically in familial, friendship, and professional contexts (“*Applying*” on Bloom’s Taxonomy Scale).
- 4) Demonstrate how to manage and address conflict in interpersonal relationships (“*Applying*” on Bloom’s Taxonomy Scale).

Grading Structure:

You will have the opportunity to **earn** 1000 points this semester in the following ways:

In-Class Exams (3) = 300 points (3 exams x 100 points each)

Media Perception Presentation = 150 points

Social Media Application Assignment = 100 points

Dimensions of Interpersonal Relationships Presentation = 250 points

In-class / On-line Activities and Reading Quizzes = 200 points

Final Grades

A = 1000-930 points

A- = 929-900 points

B+ = 899-870 points

B = 869-830 points

B- = 829-800 points

C+ = 799-770 points

C = 769-730 points

C- = 729-700 points

D+ = 699-670 points

D = 669-600 points

F = 599 and below

**Note: Final grades are NOT rounded up! If you earn 799 points, it is a C+.

Assignments:

In-Class Exams

This course will be divided into 3 units. Each exam will cover each individual unit. While some exams will build on the material we have discussed in a previous unit, in-class exams will not be cumulative. Each exam will be worth 100 points.

Exam #1: Wednesday, January 30

Exam #2: Wednesday, February 27

Exam #3: Monday, March 25

Media Perception Presentation

Because perceptions are very subjective in nature, this assignment will require you to focus on how perceptions are created and maintained in relationships. Using an example from a movie or television show, you will consider how reality is constructed, what influences our perceptions, and how we can challenge preconceived impressions and/or judgments. You should also prepare two discussion questions to ask your classmates how the media clip depicts, applies to, and/or challenges notions of perceptions. Presentations should be approximately 7-10 minutes; the video should be no more than 2 minutes of that time. Submit your presentation (in powerpoint or Prezi form) to Blackboard by the assignment deadline; include the video link in the presentation if possible.

Presentations Begin: Wednesday, February 6

Social Media Application Assignment

Since the creation of it, social media has been used to create, maintain, and even terminate relationships. This assignment provides you with the opportunity to apply course concepts to a social media example. Using an example from Facebook, Twitter, Instagram, Pinterest, or YouTube, you will apply a course concept to your example to explain how your example can be used to create, maintain, or terminate a

relationship. You will then write a blog post that describes how your social media example embodies the course concept. You will also provide an approximately 5 minute presentation of your application of the course concept.

Blog Due and Presentations Begin: Wednesday, March 27

Dimensions of Interpersonal Relationships Presentation

The culmination of the course will focus on how you can apply interpersonal communication skills to real world scenarios. Working in a small group, this final assignment will ask group members to create real world examples about a particular interpersonal concept or theory. Each group will construct a group contract of responsibilities, research the concept/theory, and create a script that exhibits it. Your final presentation should not only explain the concept/theory, but also demonstrate effective interpersonal skills by creating two real world examples that you can demonstrate. You should be able to connect the ideas from class to your example and explain to the audience how the scenario, narrative, and/or dialogue further the goal of maintaining a relationship. Presentations can either be performed live or prerecorded and will occur during our final exam time. Further details on this assignment will be posted on Blackboard.

Presentations During Last Class and Final Exam Time

In-class / On-line Activities and Reading Quizzes

This class requires your active engagement in the course and preparation for every single class period. I expect that you will come to class having READ the material assigned for that day and prepared to discuss the material with your classmates and myself. You cannot complete the class activities or reading quizzes without preparing for class by reading in advance and being present on those days. These class activities and reading quizzes are intended to assist you in understanding and applying the course material beyond reading in the textbook.

Extra Credit – Reflection Response

For an extra credit opportunity, you will pick ONE idea from a chapter to write a short reflection response. This will be your opportunity to agree or disagree with the authors through your own example (ie not one mentioned in the textbook). What was particularly interesting to you that you would like to deliberate further? What aspects do you agree and/or disagree with? These paragraphs should be your reflection on what was discussed and what you would like to debate further. Your paragraphs should form an argument and/or question aspects of the reading (ie I should hear your voice in the writing). In addition to forming an argument in your paper, you use a real life example to illustrate your argument. How has something that YOU experienced in a relationship relevant to what you read? Or have you observed something within social media that affects an aspect of what you read in the textbook? Response paper should be 1 ½ - 2 pages in length (no need for a title page but you should include a reference list and cite the textbook). Submit your extra credit paper to Blackboard and print a copy by the deadline. **NO** late submissions will be accepted (including if you forget to submit to Blackboard or forget to print a copy).

Extra Credit Deadline: by Wednesday, April 3

Attendance:

Attendance is required in this class. You may miss up to three (3) classes without any penalty to your grade. After your 3rd absence, your grade will be reduced by **30 points** for each additional absence on a regular class period. If you miss five (5) classes, you will receive an "FA" and fail the course.

WJU does not differentiate between "excused" and "unexcused" absences. If you are not in class, you are considered absent. **THIS INCLUDES MISSING CLASS FOR SCHOOL EVENTS (Athletics, Club events, etc).** In the event of extreme extenuating circumstances (such as hospitalization, death of an immediate family member, etc.), this policy may be amended on a case-by-case basis. However, written documentation must accompany all requests.

Student attendance differs on speech/presentation days (days when your fellow classmates) are speaking. Because you are expected to be an engaged audience member for your fellow classmates, if you are absent on a speech day, your overall speech grade will be dropped 30 points. If you miss class because of a school approved event, I must receive written documentation of your impending absence at least 1 class period before the event; it still counts as one of your absences, but you won't lose points for an absence on a speech day. If you are late or need to leave early during speech days, your speech grade will be reduced by 15 points. Do not enter or exit the classroom while another student is speaking - wait until you hear applause. Cell phones and laptops must be turned off and left in your bags or at home on speech days - failure to adhere to this technology policy will result in a deduction of 15 points on speech days.

Make up exams and presentations CANNOT be made up unless there is an extreme circumstance that occurs. The day you are scheduled to present is the day you need to present your speech. If you are unable to complete your speech on that day, I recommend that you contact your fellow classmates and see if someone will switch days with you. If a fellow student is willing to switch with you, I must receive a separate email from BOTH of you acknowledging and agreeing to the change. Otherwise, you will receive a 0 for the speech.

If an extenuating circumstance happens (hospitalization, death of an immediate family member), the following procedure must be followed. **Failure to follow this procedure will result in a score of zero for the missed exam or presentation.**

1. Contact me within 24 hours of the missed exam or presentation. If the reason is due to a University scheduled event or religious holiday, I MUST be notified in advance and I will reschedule the conflict in advance.
2. If it is due to an emergency or extenuating circumstance, by the next class session you attend, provide me with documentation of your absence.
3. I will then make the final decision as to whether or not you are permitted to make up the presentation or exam. My decision is final.
4. The only absences that will be considered as extreme circumstances for exams and presentations are death in the family, severe documentable illness, religious holidays, and participation in a university sponsored event such as intercollegiate athletics. In any case, you must provide documentation of your absence in order for a make up to be considered.

NOTE: The last day of the Add/Drop Period for this semester is **Friday, January 11, 2019**. The last day to withdraw from this course with a grade of a W is **Tuesday, March 26, 2019**.

Submitting Your Work:

For this course, all written assignments must follow proper APA Style. Written assignments must be typed in a 12-point Times New Roman font, double spaced, spell-checked, and grammatically correct. For all assignments requiring the use of sources, proper APA citation style must be followed. Be certain to proofread and especially spell-check your work!

All major assignments in this class must be submitted to **Blackboard and a paper copy printed** by the assignment's deadline. Be certain to check and double check that you have uploaded the correct file of the assignment and have submitted it to the correct location. For example, if you submit a draft of your work, I will grade your draft. Or, for example, if you submit your First Paper as your Second Paper, it will be considered late if you resubmit it after the deadline. **All late work is subject to a 20% reduction per 24 hour period**. Because assignments can be submitted via Blackboard online, each 24 hour period (including non-class days and weekends) are subject to the penalty. **If your assignment is more than 72 hours late, you will receive a 0 for the assignment**. It is essential that you submit your assignments as early as possible. Late work by even 1 minute will be assessed as late. Technical difficulties, computer crashes, and faulty internet connections will NOT be assessed as on time - please allow extra time for these possibilities and do not attempt to start uploading your assignments 5 minutes before the deadline. In addition, be certain to bring a hard copy of your work to class.

Failure to properly attribute and cite other people's work is considered academically dishonest. Even paraphrasing or summarizing someone else's work without providing citations is considered academically dishonest. We will discuss in-class citation formats and how to properly give credit to sources. "I didn't know" is NOT a valid excuse – it is your responsibility to read the instructions on Blackboard, on the hand-outs I provide, and to ask questions IN ADVANCE. After the fact, not knowing is not acceptable! When in doubt, **SOMEHOW cite the source!!**

You are expected to submit your original work from this semester. The Turn-It-In site will give me a report if this paper has ever been submitted in another class. If you submit an assignment that you have used for another class – whether this semester or a previous semester – you will receive a 0 for the assignment. Students who resubmit work that they had done in a previous semester for this class will also receive a 0. This is considered self-plagiarism and is not allowed at WJU.

University Policies:

Academic Integrity

Students are advised that WJU's Academic Integrity Policy will strictly be enforced in this course (see www.wju.edu/studenthandbook). Questions regarding the policy may be directed to the Office of the Academic Vice-President.

Academic integrity means giving credit where credit is due in an academic setting. A violation of academic integrity at Wheeling Jesuit University can fall under one of two categories:

1. It is unethical to present as your own work the ideas, representations, or work of another.
2. It is unethical to permit someone else to present your ideas, representations, or work as his/her own intellectual property.

The sanctions that may be imposed upon finding that a violation of academic integrity has occurred range from a reduction in grade on the assignment to dismissal from Wheeling Jesuit University without expectation of re-admission.

All violations of academic integrity are reported to the Faculty Academic Integrity Officer for inclusion in your permanent file. A faculty member is required to inform the student that he/she has filed a formal citation with the Faculty Academic Integrity Officer. Within five days of having been notified, the student must contact the Faculty Academic Integrity Officer in order to set up a mandatory meeting, during which the concept of academic dishonesty, the sanction(s) imposed by the faculty member, and the process by which a student can appeal the instructor's charge will be discussed. If the student does not contact the Faculty Academic Integrity Officer within the allotted time, the faculty member's sanction is automatically imposed and the citation is placed in his/her academic record.

Please visit the "Academic Integrity and Dishonesty Policy" section of the student handbook for further details on the academic integrity policy and the consequences of violating this policy at WJU:

http://www.wju.edu/about/hr/policies/cl_academicdishonesty.asp

Plagiarism includes:

- Obtaining a paper in whole or in part from another source, such as a book, a database, the internet, another student, etc.
- Failing to use quotation marks or block indentations for all words quoted verbatim
- Failing to include citations for all borrowed ideas, whether quoted, paraphrased, or summarized.

Official E-mail: An official WJU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this WJU e-mail address.

Academic Resource Center (ARC)

The Academic Resource Center (ARC) is a totally free academic-support service available to all enrolled Wheeling Jesuit University students and staffed almost exclusively by WJU students recommended for employment by WJU faculty. The ARC is located in **Bishop Hodges Library** and is open five days a week:

Sundays 6:00-8:00 p.m.

Mondays-Thursdays 1:00-9:00 p.m.

Please visit the ARC's website (the first listing under "Student Services" on the Cardinal homepage) to learn about the ARC's services (emphasizing writing, math, and the sciences) and to schedule appointments.

Wheeling Jesuit University Disability Services

Wheeling Jesuit University offers students with documented disabilities individual accommodations on a case-by case basis with confidentiality in compliance with the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

In order to receive academic or physical accommodations, students with disabilities must provide current (within three years) and comprehensive documentation concerning the nature and extent of the disability and communicate their needs to the Disability Services Director, located in Ignatius Hall Room G 24 or call 304-243-4484. Students are required to meet with the director to develop accommodation plans that they will present to their course instructors at the beginning of each semester. Students with disabilities that require specific housing accommodations must contact both the Director of Residence Life and the Disability Services Director.

Ultimately, all students with disabilities are responsible for their own academic achievement. They must attend classes, complete course assignments, and fulfill all university requirements for their chosen field of study. It is up to students with disabilities to seek out available assistance on campus and to utilize individualized accommodations that promote academic success.

Title IX Statement

Wheeling Jesuit University seeks to provide an environment that is free of bias, discrimination, and harassment. If you have been the victim of sexual harassment, misconduct, or assault we encourage you to report this. If you report this to a faculty member, she or he must notify our college's Title IX coordinator about the basic facts of the incident (you may choose whether you or anyone involved is identified by name). For more information about your options at WJU, please go to <http://wju.edu/titleix/>.

University Closure

If class is cancelled due to weather conditions (or other events) check Blackboard for updates.

For changes in individual class meetings, please refer to the class Blackboard site for postings. If the University is open and I am unable to make it, an email will be sent out to the class and an announcement will be posted on Blackboard. In EITHER event (University closure or instructor cancels class), **an assignment or discussion board topic WILL BE ACTIVATED**. It is YOUR responsibility to check the site and respond/do the assignment by its due date. Several days will be given to complete the assignment, so the weather should not be a factor in finishing it. The excuse "I didn't see it" is not a valid one!

Course Policies:

Communication / Email

Students are responsible for checking their WJU emails regularly. I frequently send emails through the week and on Sunday nights with reminders and additional information. Students are responsible for all content in those emails – if you got a welcome email from me, that is the account I will be sending future emails to. Checking your email is crucial because there will be a lot communicated to you via email and postings on Blackboard.

Email is the BEST and fastest way to reach me. Please be sure to email nbressler@wju.edu. I typically respond within 48 hours, but please allow up to 72 hours for a reply. If you still have not heard back from me, feel free to send another email. Within your email, be sure to include the course number and time in the SUBJECT line. In the body of the email, be sure to include your first and last name – do not assume that I will recognize your email address automatically. Always avoid “texting lingo” – phrases and sentences should always be used when communicating with any professor.

Assignments should **NEVER** be emailed to me unless it is specifically stated. Late assignments should **NEVER** be emailed to me. Use Blackboard to submit your work.

Laptops

I do allow laptops in my classroom. It is my primary form of note-taking as well. However, there are a few rules associated with bringing laptops into the classroom.

- 1) Laptops are for taking notes and/or working on class projects. They are not for chatting on-line, returning emails, checking Facebook statuses, or completing assignments for class. Abuse of this policy will result in a point deduction on your activity grade for that class. If it happens more than three times in a semester, I will insist that you not bring the laptop to class anymore.
- 2) I reserve the right to ask you to show me your notes DURING or IMMEDIATELY after class. If you are using your laptop to take notes, this should not be an issue. Failure to show me class notes will result in a point deduction for the day.
- 3) Laptops are NEVER permitted out in the classroom on exam or presentation days. There is a computer in the classroom for you to use for your own presentation. If you feel like you might need your own, you can bring it to class, but it MUST stay in your bag/case until you are presenting. No exceptions will ever be made to this policy – it is more respectful to your fellow classmates.

Cell Phones

I am realistic that everyone is frequently on his/her cell phone – it is a primary way of communicating with the world. However, the purpose of this class is to learn to communicate with your fellow classmates, not to spend the entire class time texting. Cell phones should be turned off or on vibrate **AT ALL TIMES** while in my class. The first time I see you texting within a week, I MIGHT allow it. But by the second time, a

point deduction will be assessed. The third time, you will be asked to leave class and will be counted as ABSENT for that day. If you hide the phone under the desk or a bag, you will be asked to leave class and will be counted as ABSENT for that day on the first strike! No exceptions will be made to this policy, except for emergencies (see below).

If you are waiting for an emergency call, please see me PRIOR to class. After the incident, it is TOO LATE! I am sympathetic to family emergencies, sick pets, car breakdowns, apartment issues, and/or important job prospects. In these instances, I will ask you to leave the phone on vibrate, sit close to the door, and quietly exit if a phone call comes in. However, these emergencies should not happen on a weekly basis either – prioritize your own emergencies and limit them. This policy may be terminated on a case-by-case basis if abuse or dishonesty takes place.

Similar to laptops, cell phones should remain inside of your bags on presentation days. They should NOT even be removed on those days.

Food / Drink

I do allow drinks and snacks in the classroom within reason. Feel free to bring any food or drink that meets the following criteria: others cannot hear them or smell them (ie: chips, pretzels, strong coffee, hot chocolate, etc). Also, when your fellow classmates are speaking, whether it is a presentation or during class discussions, please keep the eating and drinking to a minimum.

Your Grade

Please note that in my classes I do not give you a grade – you EARN it. There are 16 weeks in the semester, so please use each week to check your grade and ensure that it is the one that you want in the class. If not, invest some time toward improving your assignments or preparing for the next exam. If a problem arises and you need help, contact me as soon as possible. Do not wait until your grade is so mathematically low that I can no longer help. A few important notes about grades:

1. No exam, presentation, or assignment grade will ever be curved.
2. Final grades are not rounded up (an 89.8% is a B+, not an A-). Consult the grading scale on page 2.
3. After an assignment is returned to you, I ask that you wait at least 24 hours to review my comments and feedback. If you still have questions after that time has passed, feel free to contact me to schedule an appointment. You must contact me within 2 weeks of the assignment in question being returned to you. All grades are final unless there has been a mathematical error.
4. All grades become 100% final 3 weeks after I return the assignment. If you notice that a grade is missing on an assignment, there is a mathematical error, or any other mistake has been made, you must notify me within this time period. Informing me on the last day of the semester is not permitted.
5. There are NO small questions. Please feel free to speak up in class if you have a question, or make arrangements to see me outside of class. I am happy to discuss anything with you in whichever setting you feel most comfortable. If you would like to discuss a grade on an assignment, please come and see me before/after class or schedule an appointment during office hours. I HIGHLY recommend that you schedule an appointment with me during office hours - I will

prioritize students who have arranged to meet with me in advance of walk-ins that day.

Course Outline:

A course schedule will be provided on Blackboard under the “Course Calendar” tab. It is subject to change and students will be notified on Blackboard of any changes in advance.