INTRODUCTION TO COMMUNICATION
Communication 1370
TAMUCC Summer 2014

COURSE INFORMATION
Course number: 1370  
Meeting times: TR 8:30-11:45 am  
Course format: Blended (50%-84% online)  
CRN: 20717  
Credits: 3  
Course location: EN 106  
Dates: 5/16-5/31 (Maymester)

INSTRUCTOR INFORMATION
Professor: Stephanie Rollie Rodriguez  
E-mail: Stephanie.rodriguez@tamucc.edu  
Office: 335 Bay Hall

COURSE OVERVIEW

Course Description. The purpose of this course is to introduce you to the discipline of Communication, sometimes referred to as Com Studies or Speech Com. This is a survey or introductory course, meaning that we will examine a breadth of topics which are explored more in depth in other courses within the Communication curriculum.

Student Learning Outcomes. At the conclusion of the course, students will be able to:

- summarize areas of specialty within the field of Communication
- identify and explain basic theories, issues, and trends in Communication, related to three primary contexts
- relate their knowledge of the discipline to their own experience and to contemporary life.

Course Format. This is a partially web-based course that will be taught 57% online. The class will meet face to face (f2f) on Tuesdays and Thursdays 8:30-11:45 AM. The rest of the course will take place through discussions on blackboard and out of class work.

Course Materials. The following materials are required for the course.
   *You may choose either the electronic version or the hard copy version of the textbook.
2) Additional readings are available through blackboard under the ‘Course Content’ tab.
3) Access to a computer or notebook to complete on-line learning activities and assignments.

COURSE POLICIES AND PROCEDURES

Classroom Expectations. As the instructor, I pledge to do my best to present course materials in an interesting and engaging manner, to actively listen to and consider the ideas of every student in the classroom, and to be fair in grading all assignments.

Students are expected to:
• arrive for class **on time.**
• **turn off** mobile phones; do not text.
• use laptops **only** to take notes, not surf, IM, email, shop, facebook, etc.
• complete assignments, formal and informal prior to the start of class.
• actively listen, consider, and reflect on the ideas of everyone in the classroom.
• participate in class and small-group discussions by sharing ideas and encouraging others to share ideas.
• generate a respectful and safe class atmosphere.
• wait until class is finished before “packing up.”

Not following these policies will adversely affect the student’s participation grade in the course.

**Attendance.** Students are expected to attend every face-to-face class as attendance is required for participation in this course. Because this class takes place in such a short length of time, even work missed during excused absences (those due to extreme illness, a family emergency, a religious holiday, or an excused university activity) will not be able to be made up. It is essential that you are available every day for the two-week period.

**Submitting Assignments.** Because this course is partially online, you may be asked to turn in assignments through blackboard or email. When this is the case, be sure to follow instructions for submitting the document, make sure it is in the correct format, and that you are following the right process. All files should be named as follows: first name last name assignment name. So, if I were completing an assignment titled ‘rr1,’ my file would be named stephanierodriguezrr1. Documents that are not properly named or formatted will be returned to the student. Also, be sure to include your name in the heading of any documents that you turn in.

**Late Work.** Assignments are due on the dates indicated in the syllabus and schedule. Late work will be penalized 10% for each day the assignment is late (i.e., 1 day = 10%, 2 days = 20%). Assignments more than a week late may not be accepted. If in doubt, it is better to talk with the professor about turning an assignment in late rather than not completing the assignment.

**Media/Technology.** When class is in session, laptops may be used to take notes and reference course material. Students may **not** use the internet, instant messaging programs, email, or any similar programs during class for **non-class related use.** Similarly, mobile phones should be turned off. Texting in class is inappropriate and will not be tolerated. Students who are using laptops or mobile phones inappropriately will no longer be allowed to bring them to class.

**Managing Time and Technologies.** Online courses require time management and planning on your part. There is a reliance on technologies in this course that impacts the need to have assignments done on time. Having ample time to complete an assignment will be the responsibility of the student. It is also the student's responsibility to find solutions to technical problems with sufficient time to complete the required tasks. Do not wait until a due date is near to discover/report lack of access to software, inability to connect to a network, etc. While the instructor will help wherever possible, it is the students' responsibility to maintain his or her network. However, technical problems can originate on the TAMU-CC campus, in which case you will not be responsible to complete work that you cannot complete due to TAMU-CC network or software problems. You are
responsible for contacting me as soon as you detect a problem so that we can arrange a
way for you to meet the course objectives.

- **Blackboard Learning System Help**: [http://iol.tamucc.edu “Help”](http://iol.tamucc.edu) At the bottom of the Blackboard Course Management Control Panel in the course menu on the left hand column of the course interface. Phone: Help Desk (361) 825-2825

- **Island Online Student Resources Webpage**: [https://distance-education.tamucc.edu/student_resources.html](https://distance-education.tamucc.edu/student_resources.html)

- **Getting Technical Help**: If you are having difficulties accessing course materials from your home computer, first let your instructor know, then contact the IOL Helpdesk at (361)825-2692 or submit a request via email to iol.support@tamucc.edu

**Plagiarism and Academic Misconduct.** Students are responsible for the honest completion and representation of their work for the appropriate citation of sources, and for the respect of others’ academic endeavors. Academic misconduct will be monitored in this course. Plagiarism, turning in papers which are not one’s own, utilizing a previous paper, and collaborating on papers will not be tolerated and will result in the reduction of one’s grade and/or immediate failure in the course.

**Academic Integrity with Course Products and Evaluations.** The guiding principle of academic integrity is that a student's submitted work must be his/her own. Since the course objectives focus on the processes of developing course related materials, as well as the materials themselves, it is expected that all course products will consist of work done specifically for this course. Products completed for previous or concurrent course credit cannot be used for assignments for this course. If you wish to continue a theme or content area used in another course, inform the instructor and supply any requested existing materials at the start of this course. Any intended projects relating to other courses should be approved at the start by all instructors and should reflect unique elements and sufficient development effort for all courses involved.

**Notice to Students with Disabilities:** Texas A&M University–Corpus Christi complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you need disability accommodations in this class, please see me as soon as possible. Please have your accommodation letter from Texas A&M University–Corpus Christi Disability Services (DS) Office with you when you come see me. If you suspect that you may have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Disability Services Office (located in 116 Corpus Christi Hall) at 361.825.5816.

**Grade Appeal Process.** Students who feel that they have not been held to appropriate academic standards as outlined in this class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website, cla.tamucc.edu/students/studentinfo.html. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean.

**Questions and Problems.** If you have concerns about the class, please arrange to discuss them with me during my office hours or by appointment.
**COURSE ASSIGNMENTS**

**Exams.** Two exams will be given. Exams will cover readings, discussions, and on-line activities. Exams may include a combination of the following: multiple choice, true/false, matching, and/or open answer questions. The exams are designed to test both students’ understanding of the material and the ability to apply course information.

**Application Exercises.** You will complete a variety of exercises as either on-line assignments or in-class activities. These assignments are designed to increase familiarity with specific topics by providing an opportunity to process and apply course material. More information will be provided.

**Participation.** The success of this class depends on the active participation of its members during a wide variety of discussions and activities inside and outside of class and is graded accordingly. Participation includes coming to class prepared, contributing ideas to class discussions, encouraging others to share their ideas, completing informal assignments, critically engaging the material, asking thoughtful questions, and acknowledging, supporting and respecting views that are different from one’s own. Monopolizing conversations, disrespecting or criticizing others, emailing or texting during class, and creating a discordant atmosphere are unacceptable participation techniques. You must be present to receive the participation points. Participation assignments cannot be made up.

**Point Distribution.**

<table>
<thead>
<tr>
<th>Points</th>
<th>Value</th>
<th>My Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>50</td>
<td>25%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>50</td>
<td>25%</td>
</tr>
<tr>
<td>Application Exercises</td>
<td>80</td>
<td>40%</td>
</tr>
<tr>
<td>Participation</td>
<td>20</td>
<td>10%</td>
</tr>
<tr>
<td>Total</td>
<td>200</td>
<td>100%</td>
</tr>
</tbody>
</table>

**COURSE EVALUATION**

**Evaluation.** Grades are based on demonstration of mastery of course material. Work that meets the minimum requirements of an assignment, is done on time, and displays average involvement with the course content is deserving of a 'C.' Higher grades are awarded to work that goes above and beyond the minimum standards to produce products that reflect superior intellectual effort, excellence in critical analysis, and overall creativity in the approach to any given assignment.

Grades are determined based on the number of points earned on exams and assignments. Final grades are not adjusted unless there is an error. Please do not send emails asking for grade adjustments unless you have discovered an error.
Grading Scale. You can use the following percentages as a guide for determining your grade.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentages</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
<td>179-200</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
<td>159-178</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
<td>139-158</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
<td>119-138</td>
</tr>
<tr>
<td>F</td>
<td>59% and below</td>
<td>below 118</td>
</tr>
</tbody>
</table>

TENTATIVE COURSE SCHEDULE*

<table>
<thead>
<tr>
<th>Format</th>
<th>Date</th>
<th>Topic</th>
<th>Assignment (due on the date posted)</th>
</tr>
</thead>
</table>
| online | May 19 | Unit 1: Understanding Communication and the Self | Read: Chapters 1 & 2  
Complete: topic 1 & 2 exercises |
|        |       | 1. Introduction to Communication  
2. The Field of Communication |  |
| EN 106 | May 20 | 3. Communication & Personal Identity  
4. Perceiving & Understanding | Read: Chapters 9 & 3  
Prep: topic 3 & 4 |
| online | May 21 | Unit 2: Building Communication Skills | Read: Chapters 6 & 4  
Complete: topic 5 & 6 exercises |
|        |       | 5. Listening  
6. Verbal Communication |  |
| EN 106 | May 22 | 7. Nonverbal  
8. Conflict | Read: Chapters 5 & 7  
Prep: topic 7 & 8 |
| online | May 23 | *Midterm Exam (online) | Complete exam by midnight |
| online | May 26 | Unit 3: Communication in Contexts | Read: Chapters 11 & 12  
Complete: topic 9 & 10 exercises |
|        |       | 9. Groups & Teams  
10. Organizational Communication |  |
| EN 106 | May 27 | 11. Communication in Personal Relationships | Read: Chapter 10  
Prep: topic 11 |
| online | May 28 | 12. Intercultural Communication  
13. Digital Media | Read: Chapters 7 & 15  
Complete: topic 12 & 13 exercises |
| EN 106 | May 29 | 14. Health Communication  
15. Persuasion | Read: Supplement 1 & 2  
Prep: topic 14 & 15 |
| online | May 31 | *Final Exam (online) | Complete exam by midnight |

*This schedule is tentative. Adjustments are likely to occur over the course of the semester.