

**Communication Studies 2010: Interpersonal Communication**

Section 1: 9:30-10:20am MWF Audubon 114 / Section 2: 10:30-11:20am MWF Audubon 114

**Instructor:** Andrea J. Vickery

**Email:** [avicke4@tigers.lsu.edu](mailto:avicke4@tigers.lsu.edu)

**Office:** 317 Coates Hall

**Office Phone#:** 225-578-0249

**Office Hours:** M/W/F 9:00-9:20am (before class), M/F: 11:30-1:00pm, and by appointment

**Required Textbook and Materials:**

- Bodie, Graham D. (2014). *Interpersonal communication* (2<sup>nd</sup> ed). Dubuque, IA: Kendall Hunt. ISBN: 9781465251008. Available at: [www.kendallhunt.com/bodie](http://www.kendallhunt.com/bodie)
- 3Scantrons (882-E with 50 questions on each side)

**General Course Information:** Welcome to CMST 2010: Interpersonal Communication! This class is designed to provide you with the foundation necessary to understand theories and concepts associated with the broad field of interpersonal communication and apply this knowledge for better individual and relationship well-being. The objectives of this course include (1) acquainting you with some of the fundamental processes through which interpersonal communication occurs, (2) increasing your awareness of the role interpersonal communication plays in managing social identities and relationships, (3) helping you improve several of your interpersonal communication skills, and (4) introducing you to scholarly research in the field of interpersonal communication.

**Learning Objectives:** As a result of this course, students will be able to:

1. Master factual knowledge about interpersonal communication
2. Understand various types and forms of interpersonal communication and relationships
3. Recognize communication patterns and their implications for social relations.

**General Education Course:** As a general education social sciences course, CMST 2010 will provide an understanding of informing factors of global interdependence, including economic forces, political dynamics, and cultural and linguistic difference.

CMST2010 Interpersonal communication meets the criteria for a *General Education Social Sciences* course by addressing the following:

- *Informing factors of global interdependence.* To be human is to be social and to be social is to communicate interpersonally. This course examines the role of the interdependence in relationships in the communication process on both individual and global levels.
- *Economic forces.* The dyad, which is at the heart of interpersonal communication, is the foundational link in all social networks. Specifically, interpersonal communication examines an assessment of the costs and rewards in determining the value of pursuing or not pursuing a given relationship.
- *Political dynamics.* The *sine qua non* of people relating to each other and the world is communication. Interpersonal communication examines definitions, models, and theories of communication in order to examine how people construct ideologies that inform their interactions with others. Message strategies used to construct and display power within relationships are examined.
- *Cultural and linguistic difference.* Interpersonal Communication provides students with an understanding of how cultural differences impact the communication process. Linguistic differences are examined through the lens of language construction and how verbal messages impact relationships.

### Course Grading & Assignment Descriptions

All grades are calculated on the following scale: 90.00%-100.00% = A; 80.00%-89.99% = B; 70.00%-79.99% = C; 60.00%-69.99% = D; Percentages below 60.00% = F.

#### Exams

**600 points (60%)**

The learning objectives of this course include mastering factual knowledge about interpersonal communication and the best way to assess this learning objective is through examination. Tentative exam dates are provided on the attached course schedule (~4 weeks apart):

- Exam 1 is worth 100 points (10%), Exam 2 is worth 200 points (20%), and both Exam 3 and 4 are worth 150 points each (15%). Each exam covers one unit only, with the exception of Exam 4.
- Exams 1, 2, and 3 are in-class, scantron-based exams based on material from the textbook, lectures, and additional assigned readings posted to Moodle (if applicable). Exams 1, 2, and 3 are not purposefully cumulative, but may share overlapping vocabulary and terminology.
- Exam 4 includes both Unit 4 questions and cumulative questions. It is a take-home exam where you can consult your notes, textbook, and additional resources. You will be given (minimum) one full week to work on this exam. You must submit a hard copy by the deadline on the course schedule (this corresponds with your scheduled final exam period determined by the university).
- For either Exam 1, 2, or 3, you have a one-time opportunity to complete an *exam review* to boost your exam grade by up to 10% [Ex: 150/200 or 75% on Exam 2 can become a 170/200 or 85%]. In your review, you will meet with me during office hours/a scheduled appointment. After the meeting, you will write up a short response for every question missed. You will submit your short responses in hard copy. Your review grade will range from 1-10; this number will be converted to a percentage and your exam will be boosted by that percent. You have one week after exam grades are posted to Moodle to complete your review (this includes the meeting & the submission). You may complete the exam review only once for one exam. Reminders will not be issued; you are responsible for determining if/when you wish to complete a review.

#### Quizzes

**50 Points (5%)**

Quizzes are unannounced and correspond with current lecture materials and reading materials. These quizzes are designed to prepare you for upcoming exams. Each quiz is worth 5 points. This category is capped at 5% of your grade; should we have more than 10 quizzes, your lowest quiz grades will be dropped. See my attendance policy about specific conditions under which make-up quizzes will be offered.

#### Assignments

**80 Points (8%)**

There are also short assignments will help you prepare for upcoming exams and/or written assignments. Each assignment is announced in class and is due the following class period in written form [Ex: Announced W/Due F]. Each assignment is worth 10 points. This category is capped at 8% of your grade; should we have more than 8 assignments, your lowest grades will be dropped. See my attendance policy about specific conditions under which late assignments will be accepted.

#### Journal Entries

**120 points (12%)**

A very important learning objective for this class is in recognizing communication patterns and their implications for social relations. Your journal entries will provide you with the opportunity to explore and relate the concepts in class to your own communicative experiences. Throughout the semester, you will be responsible for completing four (4) journal entries (approximately 500 words in length).

- You will have 12 prompts to select from in total, completing one entry for each unit [Ex: Unit 2 is Chs 4-7, you can select one prompt from any of the four chapters]. Specific prompts will be posted to Moodle along with example entries and the grading rubric.

- For entries from Units 1, 2, or 3, you have the opportunity to complete a *journal entry resubmission*. Your revised entry will be graded, and your grade will be adjusted by 0-5 points. You have one week after journal entry grades are posted to complete your resubmission. Reminders will not be issued; you are responsible for determining if you want to complete a resubmission. You may complete the resubmission only once in the semester; you cannot use the resubmission to write an entry that was not submitted by the original deadline.
- We will hold an in-class workshop to help you learn more about journal entries. For Unit 1, you have the option to complete a *practice entry*. Because of the number of students in this class, the practice entry is the only time where detailed feedback will be provided; every other entry will receive only a letter grade and students are responsible for seeking specific feedback during office hours/scheduled appointments. Students who complete the practice entry by the due date will receive up to 5 bonus points and will be also given the option to revise and resubmit their practice entry as their Unit 1 journal entry.
- All journal entries must be submitted by 6:00 PM on the day of your Exam for Entries #1,2, and 3. (Electronic Submission). Journal Entry #4 is due Tuesday 4/28 by 6:0 PM (before dead week). No late entries are accepted. Failure to submit an entry will result in a zero grade.

### **IPC Theory Paper & Presentation**

**120 points (12%)**

Building from all three learning objectives and introducing you to scholarly research in the field is the IPC (Interpersonal Communication) Theory paper and accompanying classroom presentation. You will complete a 1500-2000 word paper [6-8 pages, double spaced, Times New Roman size 12] where you select an interpersonal communication theory of interest to you and describe/analyze a communicative event (from your life, from film/TV, or from another media source) from the perspective of this theory, developing arguments for what this theory explains about your communication event (as well as arguments for what this theory does not explain). The paper is worth 100 points (10%).

- You will select a theory from the approved lists of theories and complete an outline (10 points) by Friday, 3/13. You will turn in a hard copy of your outline in class; late submissions will not be accepted. If you should miss this deadline, I still recommend completing the outline and bringing it to my office hours/scheduled appointment so that we can discuss your plans for your paper.
- Presentations (20 points) will begin Monday 4/27 and will continue during the Wednesday and Friday of the concentrated study period (4/29 and 5/1). Each student will have 5-6 minutes to present his/her paper to the class, and presentation guidelines will be posted to Moodle. If you fail to submit your paper on time, you will receive a zero on the paper and will not be eligible to present your paper. Your attendance on presentation days will be worth 1 bonus point for each day of presentations (up to 3 bonus points total). Presentation order and presentation details will be discussed and decided on in class.
- Your paper must be submitted by Friday, 4/24 no later than 1:00 PM (Hard Copies Only). No late papers are accepted. Failure to submit a paper will result in a zero grade.

### **Research Participation Requirement**

**30 Points (3%)**

The material you will learn in this course is the product of research. The goal of the research learning requirement is to help you to gain knowledge about the process by which scholars attempt to understand human behavior. All students taking CMST 1061, 2010, 1150, and 2060 must complete a research learning requirement. For each course in which a student is enrolled, he or she must complete 2 research credits. You can fulfill your requirement by

1. **Participating in research studies conducted in the Department of Communication Studies.** All studies that last between 0 and 30 minutes will count as one credit. Any study that lasts between 31 and 60 minutes will count as two credits. Each study will specify the number of credits a student can earn for completion. There will be several survey and experimental studies conducted throughout the semester. These studies are held on campus at various times and in

various locations or are administered through online survey software. All available studies are approved by the Institutional Review Board at LSU.

2. **Participating in an organized departmental function such as debate or public speaking competition.** Only departmental sanctioned events will count toward a student's research learning requirement; thus, no credit will be given for a student attending an outside speaker or performance.
3. **Serving as a research assistant for a faculty member in the Department of Communication Studies.** The number of units and requirements for those units will be set by the researcher and either accepted or rejected by the student.

**The research learning requirement is worth 3% of your total grade;** you will receive your 3% if you accumulate 2 research credits during the given semester. Please note that all research learning credits must be completed and allocated by Tuesday April 28<sup>th</sup> at 11:59 PM (the Tuesday prior to the start of the concentrated study period).

**ALL available options to earn credit are posted on an electronic bulletin board located at <http://lsuhumanresearch.sona-systems.com/Default.aspx?ReturnURL=/>.** When you go to this website, you will first have to request an account. Once you have secured an account, you will be able to log in and see the options available to you for your various CMST courses.

**Please note that various ways to fulfill your research learning requirement will appear on this bulletin board throughout the semester.** You are encouraged to check the system on a regular basis for current credit options that fit your interests as well as your schedule.

It is very important that when you sign-up for a credit option that you attend that option or cancel your sign up. **Failure to show up twice during one semester will result in your access to the system being restricted and you being unable to complete your research learning requirement.** Valid excuses for failing to cancel a sign up and missing a credit option are the same as those found in LSU Policy Statement 31.

Detailed instructions on how to request an account and to navigate the system once logged in can be found on the homepage of the Department of Communication Studies. Go to <http://www.lsu.edu/cmst>. Then click on RESOURCES and RESEARCH PARTICIPATION SYSTEM. Scroll down to find the document titled "RPS – Instructions for Students."

You are encouraged to create an account **during the first week of classes** so that any problems that arise can be remedied before it is too late. If you have questions about this requirement or the online system that keeps track of credits, please email [researchadmin@lsu.edu](mailto:researchadmin@lsu.edu).

### General Course Policies

#### My General Policies:

- **Attendance** – I expect you to attend class (in particular, the section you registered for) based on PS-22: *"Class attendance is the responsibility of the student. The student is expected to attend all classes. A student who finds it necessary to miss class assumes responsibility for making up examinations, obtaining lecture notes, and otherwise compensating for what may have been missed. The course instructor will determine the validity of a student's reason(s) for absences and will assist those students who have valid reasons. [...] The student is responsible for providing reasonable advance notification and appropriate documentation of the reason for the absence."* If needed for excused absences (below), you can attend the earlier/later section with prior permission from your instructor – this cannot be a frequent occurrence (max 2x in the semester).

- **Class Meetings** –You should be prepared for class, having read assigned readings and completed assignments. In exchange, I will also be prepared for class with lectures/activities/quizzes designed to help you learn. Should I need to cancel class, I will inform you as soon as possible by email and by posted announcements on the classroom door. This is a lecture-heavy class; you should feel comfortable asking me to slow down, repeat information, or review prior information. I take roll daily as a record of our class meetings. Quizzes typically occur in the beginning of class – if you arrive during the quiz, you will be able to take the quiz, but if you arrive after the quizzes are submitted, you will receive a zero grade on that quiz.
- **Graded Work**– I understand how important grades are for scholarships and future job/internship/graduate school opportunities. Grades will be posted to Moodle in a timely fashion so that you can be aware of your current progress throughout the semester. I also want you to understand how grades were calculated; grading rubrics will be provided on Moodle for major assignments. If you are concerned at any point about your grades, come visit me during my office hours/a scheduled appointment. Don't wait until it is too late to meet with me about your grades!
- **Email Correspondence** - Please make it a habit of checking your email for announcements and replying to any emails that specifically request your reply. I check my email frequently throughout the day, but emails sent after 11pm will not be seen until the next morning. I typically respond to emails within 24 hours; if I have not replied in 24 hours, email me again in case your original email ended up in my spam folder (common for yahoo emails). If you are requesting a specific appointment time, please plan 24-48 hours in advance as I typically cannot accommodate same-day or same-hour appointment requests.

#### **Specific Grading Policies:**

- **Discussing Grades** - I have found face-to-face is much quicker and more efficient than back-and-forth emails about grades. Any discussion about your grades and assignments should be handled in person during my office hours/ scheduled appointments.
- **Disputing Grades** – If your grade in Moodle is discrepant – either it does not match the hard copy I returned to you, or it does not match your expectations – you should come discuss your grade. You have one week after grades are posted to dispute grades, which (again) should be done in person during my office hours/scheduled appointment. For your final exam, you have until Monday May 11<sup>th</sup> at 5pm to dispute your grade.
- **Availability of Bonus Points/Extra Credit** – There are no extra credit assignments/opportunities in this class. There are only two times when bonus points are offered: Up to 5 points for completing a practice journal entry (beginning of the semester) and up to 3 points for attending paper presentation days (end of the semester).
- **My Policy on rounding final grades** - I only round grades if (a) a student has a final grade in the following point ranges of 599.00-599.99, 699.00-699.99, 799.00-799.99, or 899.00-899.99; (b) said student has missed fewer than 10% of all class meetings; and (c) said student has come to my office hours at least once during the semester (prior to final exam week) to discuss his/her progress in the class. I do not round grades for students who have not met all three criteria. Final grades such as 88.5% (885.00), 78.9% (789.00), or 68.8% (688.00) do not qualify for rounding.

**Specific Attendance Policies:** Absences happen, but class does continue in your absence with lectures, quizzes, and assignments. I do not provide copies of my lecture materials/powerpoints/activities; I recommend making a friend in class to exchange notes with on days you miss. I am happy to meet with you to review missed material during my office hours/scheduled appointments to help you prepare for exams, journal entries, or other assignments. For unexcused absences (slept in, missed alarm, missed bus, flat tire, etc.) you cannot make up any missed work (quizzes, assignments, exams, paper/presentation, journal entries). My policy on capped quizzes/assignments is in place to help you should you miss a quiz/assignment on a day where you do not have an excused absence.

- **Excused Absences-** Valid reasons for absences from PS-22 and PS-31 include: *illness, serious family emergencies, special curricular requirements (e.g., judging trips, field trips), court-imposed legal obligations (subpoenas, jury duty), military obligations, serious weather conditions, religious observances, participation in varsity athletic competitions or university musical events*. If you find that you must miss class for one of these reasons, you should contact me as soon as possible and provide documentation for your absence. Your documentation allows you to make up the work you missed:
- **Make-Up Quizzes for Excused Absences**—If you do not contact me within one week after a missed quiz grade is posted to arrange a make-up quiz, your zero quiz grade will remain and will be treated as a disputed grade (see grading policy). Make-up quizzes vary in format compared to in-class quiz versions. Documentation is required to make up quizzes.
- **Late/Make-Up Assignments for Excused Absences-** If you do not submit your assignment within one week after a missed assignment grade is posted, your zero assignment grade will remain and will be treated as a disputed grade (see grading policy). Documentation is required to make up assignments.
- **Make-Up Exams for Excused Absences**—If you do not contact me within one week after a missed exam grade is posted, your zero exam grade will remain and will be treated as a disputed grade (see grading policy). Make up exams vary in format; you will have a short-answer and fill-in-the-blank version similar to the version(s) given in class. Documentation is required to make up exams. Make-up exams are not permitted on the final exam.

**The Americans With Disabilities Act and the Rehabilitation Act of 1973-** If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see a coordinator in the Office of Disability Services (115 Johnston Hall) so that such accommodations may be arranged. After you receive your accommodation letter, please meet with me so that we can discuss the provisions of those accommodations as soon as possible.

**General Statement on Academic Integrity-** Louisiana State University adopted the Commitment to Community in 1995 to set forth guidelines for student behavior both inside and outside of the classroom. The Commitment to Community charges students to maintain high standards of academic and personal integrity. All students are expected to read and be familiar with the LSU Code of Student Conduct and Commitment to Community, found online at [www.lsu.edu/saa](http://www.lsu.edu/saa). It is your responsibility as a student at LSU to know and understand the academic standards for our community. Students who are suspected of violating the Code of Conduct will be referred to the Office of Student Advocacy and Accountability. For undergraduate students, a first academic violation could result in a zero grade on the assignment or failing the class and disciplinary probation until graduation. For a second academic violation, the result could be suspension from LSU. For graduate students, suspension is the appropriate outcome for the first offense.

**Group work and Unauthorized Assistance -** All work must be completed without assistance unless explicit permission for group or partner work is given by the instructor. This is critical so that I can assess your performance on each assignment. If a group/partner project is assigned, the student may still have individual work to complete. Read the syllabus and assignment directions carefully. You might have a project with group work and a follow up report that is independently written. When in doubt, e-mail me or ask during a class session if an assignment can be completed in group work. Seeking clarification is your responsibility as a student. Assuming group/partner work is okay without permission constitutes a violation of the LSU Code of Student Conduct.

**Plagiarism and Citation Method -** As a student at LSU, it is your responsibility to refrain from plagiarizing the academic property of another and to utilize appropriate citation method for all coursework. In this class, it is recommended that you use APA [American Psychological Association].

Ignorance of the citation method is not an excuse for academic misconduct. Remember there is a difference between paraphrasing and quoting and how to properly cite each respectively. One tool available to assist you in correct citations is the “References” function in Microsoft Word. This program automatically formats the information you input according to the citation method you select for the document. This program also has the ability to generate a reference or works cited page for your document. The version of Microsoft Word with the “References” function is available in most University computer labs. A demonstration of how to use this tool is available online at [www.lsu.edu/saa](http://www.lsu.edu/saa).

**Consider Majoring/Minor in Communication Studies**- Do you have a major? Business leaders and other professionals recognize the importance of developing communication skills and analysis. Alan Greenspan, for example, stated, “To succeed, you will soon learn, as I did, the importance of a solid foundation in the basics of education – literacy, both verbal and numerical, and communication skills.” We hope this course contributes to your success. To learn more about communication, you may want to major or minor in the Department of Communication Studies. The program explores how people sustain and change, experience, and make sense of the world through symbolic action. Students develop conceptual skills to analyze written, oral, and visual messages. Students gain practical experience in such areas such as public speaking, group decision-making, performance, and film. Such skills are elemental to careers in business, government, law, social services, and the arts. A major in Communication Studies requires 36 hours including 12 hours of core classes and 12 hours at the 3000 or 4000 level. A minor requires 15 hours with one core class and 6 hours at the 3000 level or above. More information is available at [www.lsu.edu/cmst](http://www.lsu.edu/cmst) or by contacting our undergraduate advisor Mr. Kent Filbel ([kfilli@lsu.edu](mailto:kfilli@lsu.edu)), whose hours are posted at his office, 135 Coates Hall.

**Changes to Syllabus** - This version of the syllabus is current as of 1/4/2015. Any changes to the syllabus will be announced in class and posted to Moodle.

**By remaining enrolled in this course, you agree to the policies outlined in this syllabus and the university’s academic integrity, conduct, and attendance policies.**

### **General Course Outline**

#### **Unit 1: Foundations**

Week 1 Wed 1/14	Introduction to Interpersonal Communication Priorities: Buying Textbook, Reading Chapter 1, Making RPS Account
Week 2 Wed 1/21	<i>No Class M 1/19</i> Defining Interpersonal Communication Priorities: Reading Chapter 2. <u>1/23 Final Date to drop without a ‘W’</u>
Week 3 Mon 1/26	The self and interpersonal communication Priorities: Reading Chapter 3, Practice Journal Entry Due W 1/28
Week 4 Mon 2/2	Analyzing interpersonal communication Priorities: Studying for Exam.

***Exam 1 Tentative Dates – W 2/4 or F 2/6. Journal Entry #1 due on Exam Day.***

#### **Unit 2: Messages and Meaning**

Week 5 Mon 2/9	Meaning, Language, and Audible Acts of Meaning Priorities: Reading Chapter 4, Chapter 5
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- Week 6 Mon 2/16      *Mardi Gras Break (No Class M/W) – Continue Chapter 4/5*
- Week 7 Mon 2/23      Meaning and Visible Acts of Meaning  
 Prioritize: Reading Chapter 6
- Week 8 Mon 3/2      Listening and Processing Meaning.  
 Prioritize: Reading Chapter 7, Studying for Exam, Working on RPS Credits

***Exam 2 Tentative Dates – W 3/4 or F 3/6 (Midterms Week). Journal Entry #2 due on Exam Day.***

**Unit 3: Relationships and Communication**

- Week 8 Mon 3/9      Developing, Forming, and Maintaining Relationships  
 Priorities: Reading Chapter 8, Start on Paper Outline
- Week 9 Mon 3/16      Established Relationships & the Dark side of Relationships  
 Priorities: Reading Chapter 9, Paper Outline due 3/13
- Week 10 Mon 3/23      Terminating Relationships  
 Priorities: Reading Chapter 10, Studying for Exam.

***Exam 3 Tentative Dates – W 3/25 or F 3/27. Journal Entry #3 due on Exam Day.***

**Unit 4: Contexts of Interpersonal Communication**

- Week 11 Mon 3/30      Family Communication  
 Priorities: Reading Chapter 11, Working on Paper, Checking RPS Credits
- Week 12 Mon 4/6      *Spring Break (No Class M/W/F)*
- Week 13 Mon 4/13      Organizational Communication  
 Priorities: Reading Chapter 12, Working on Paper
- Week 14 Mon 4/20      Communication & Technology  
 Priorities: Reading Chapter 13, Paper Due Fri 4/24.
- Week 15 Mon 4/27      Other Contexts of Interpersonal Communication / Paper Presentations  
 Priorities: Presentation, Journal Entry #4 and RPS Credits due Tues 4/28.
- Week 16 FINALS      Section 1 Take-Home Final Due by Mon 5/4 at 12:00 NOON  
Section 2 Take Home Final Due by Sat 5/9 at 9:30 AM  
 (Hard Copies Required)

**Finals Office Hours:** Mon 5/4 10am – 12pm; Fri 5/8 10am-12pm, Mon 5/11 10am-12pm  
 Grades Due Tues 5/12 at 9am for degree candidates, Wed 5/13 at 9am for non-degree candidates