

Syllabus for CMST 1061-Fundamentals of Communication

Fall 2015

Instructor: Lisa Hebert

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Office Hours: MWF 7-7:30; MWF 9:30-10:30; M 12:00-12:30, or by appointment

Required Texts:

Butcher, Joni. **The 5 Pathways of Communication.** Kendall Hunt, 2014.

SCHEDULE AND FINAL EXAM SCHEDULE:

Course:	Sec:	Days:	Time:	Classroom:	Final Exam:
CMST 1061	1	MWF	7:30-8:30	Coates 111	TH DEC 10 7:30-9:30
CMST 1061	2	MWF	8:30-9:30	Coates 111	MON DEC 7 12:30-2:30
CMST 1061	4	MWF	10:30-11:30	Coates 111	TUES DEC 8 7:30-9:30
CMST 1061	5	MWF	12:30-1:30	Coates 111	TH DEC 10 12:30-2:30
CMST 1061	7	MWF	1:30-2:30	Coates 111	F DEC 11 3:00-5:00

***The final exam will be held in the classroom, Coates 111.

General Education Statement:

CMST 1061 is a General Education Humanities Course designed to familiarize the students with the fundamental concepts of communication. As a General Education Humanities Course, CMST 1061 will enable students to demonstrate an understanding of historical, cultural, and philosophical complexity that supports sophisticated discourse.

In this course, we will explore how we, as human beings, create socially significant messages which help us shape our identity, persuade others to take action, and shed light on the value systems of our culture. We will learn how individuals create and use messages to generate common meaning with others, to facilitate cooperative action, to perform social and cultural roles, and to reinforce or alter prevailing attitudes in our society.

The Americans with Disabilities Act and 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 Affairs (112 Johnston Hall) so that such accommodations may be arranged. After you receive your accommodation letter, please meet with me at some time during the first two weeks of class to discuss the provisions of those accommodations.

Considering a Major or Minor in Communication Studies?

Business leaders and other professionals recognize the importance of developing communication skills. Such skills are beneficial to careers in business, government, law, social services, and the arts. Communication courses help students gain practical experience in such areas as public speaking, group decision-making, interpersonal relationships, performance, film, and media 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

Course Description:

The purpose of this course is to introduce students to the Fundamentals of Communication. During the semester, we will concentrate on five fundamental areas of communication:

Small Group (Professional/Organizational) Communication

How 3 or more interdependent people work together to achieve a common goal

Public Discourse

How persuasive messages are constructed, presented to, and received by public audiences

Communication in Human Relationships

How what we do and say is connected to what others do and say; interacting with others, usually for the purpose of managing relationships

Art and Culture

How humans communicate culture and achieve unique identities through everyday behaviors, values, and norms (and through extraordinary aesthetic events)

Visual and Media Communication

How messages are created and presented through visual symbols and artifacts and/or channels such as television, film, computer technology, and social media

*****Please Note** that these areas are not necessarily mutually exclusive. Some communication concepts can fit into two or more of these categories.

Also, many topics exist under each area. There is simply not enough time to cover every aspect of every area.

Course Goals:

This course should help you read, write, think, and communicate critically. The goal is NOT simply to memorize terminology. You should certainly learn and understand the key concepts, but you should also know how to USE the concepts and relate the concepts to other subjects and other areas of life such as your personal life (know how to interpret and understand acts of communication), your social life (use the concepts to help you relate to others), and your professional life (help you communicate more effectively in the workplace).

Quizzes:

Throughout the semester, you will be assigned homework readings on the material to be covered in the next class period. You will be given a quiz on the reading before meeting with your team to make sure you are familiar with the material that will be utilized during the team-based learning activity.

Team-Based Learning Activities:

You will be assigned to a 5-6 member team. You will work with this team throughout the semester completing. Your participation within the team will be assessed at midterm and at the end of the semester by your other team members. If there are problems within the group (lack of participation, deficiency in assignments, etc.), the guilty team member's grade will be affected.

Communication Challenge Assignments:

There will be 5 Communication Challenge Assignments given during the semester (one for each of the 5 fundamental areas of communication). For each Communication Challenge, 4 groups will be required to create and present a specific type of message to the distinguished panel of judges (the non-participating 5th group). The judges will discuss and critique each presentation and decide which group presented the most effective message. The winning panel will receive 5 bonus points to be applied to either the midterm or final exam.

Learning Portfolio:

The learning portfolio is designed to encourage you to explore the concepts outside of the classroom and apply them to your own life and experiences. Your portfolio will be collected at midterm and again toward the end of the semester. Specific requirements for this portfolio will be posted to Moodle.

Capstone Project:

Each group will be required to complete a capstone project that demonstrates your understanding of the fundamental concepts of communication.

Yes, group projects are often more frustrating and often involve uneven contributions from individual group members. However, working in groups allows for the opportunity to hone skills in cooperation, collaboration, and setting standards. It also allows for observing and practicing communication skills.

Each group will be required to create and present a re-telling of a fairytale which will highlight a relevant social issue or concern. (e.g., a re-telling of "Little Red Riding Hood" that highlights the issue of gun control laws). The restructured fairytale may illuminate,

reinforce, question, parody, or even criticize the issue. Further instructions will be provided on Moodle toward the end of the semester.

Missed Assignments and Exams:

If you miss an assignment **for a university excused absence (see PS-22) and provide valid written documentation**, you may complete an alternative assignment for those participation points. This alternative assignment must be requested and completed within one week of the missed assignment. **NO EXCEPTIONS.** It is your responsibility to request this assignment. It will not be automatically assigned to you. The alternative assignment will **NOT** be an option if more than one week has passed since the missed assignment or activity. ****If you miss the midterm or final exam, you must provide valid written documentation of a university excused absence in order to make up the missed exam. (See PS-22) Otherwise, a grade of '0' will be assigned for that exam. Please note that you can drop quizzes and activities. You cannot decide to "go back" and make up assignments if you decide to use the assignment as one of your drops.**

***Please note if you arrive considerably late for an activity (after the group has been working for an extended period of time) or leave before your group has presented, you will receive only **partial credit** for that activity. Also, it is your responsibility to keep up with your grades. In other words, you must notify me within one week of a grade if there is any mistake. You cannot leave after the quiz is given. In other words, if you leave class, that quiz will be counted as one of your drops.

Cell Phone usage during class:

This is a college class and a cell free zone. If you are caught texting during class, you will be asked to pick up the phone. If this is a consistent problem, you will be asked to leave and will have to write a 5 page paper, typed, double spaced with one inch margins explaining why you should not text during class. This is due the next class period or you will receive 10 percent off of your final grade. I will approve or not approve it. If it is not approved, you will have to write it until I approve it. If you receive a text during class, please wait until class is over to respond--especially during activities or videos. If your cell phone goes off during class, please turn it off when you can. I will respond with the same courtesy to you. If you are texting or using your cell phone during an activity, it is an automatic zero with the paper being expanded to 10 pages----no excuses. If necessary, I may take your phone and put it on my desk so we can talk about the use of a cell phone in class.

Texting during a graded activity, quiz, or test may also warrant a trip to the Dean of Students office. A graded activity is a grade--not an opportunity to text.

Dropping Quizzes and Pop Activities

Remember that you may drop quizzes and pop activities. Please use these drops wisely! My advice is to save them for times you are too sick to come to class or times when you know you will be unable to come to class. Please know if you leave class early, your quiz of the day will not count.

E-Mail:

If you e-mail me with a question about an assignment, activity, or any other question concerning the class, please allow at least 24 hours for a reply. If you e-mail me the night before an assignment is due, there is no guarantee I will read and respond to your e-mail before class time. **DO NOT approach me before class about a problem---**I am trying to prepare for class or handling issues from a previous class. Please wait until after class or make an appointment. It may or may not be appropriate to discuss the matter at that time. Please plan to make an appointment.

Instructor meetings:

I have set office hours. If you show up 5 minutes before they are over, please note I can give you 5 minutes. I may or may not be available to stay after my assigned office hours. Also, I am happy to meet with you outside of class and office hours if needed. However, if you schedule a meeting outside of my office hours and do not show up and do not bother to contact me, you will have to write a 3-5 page paper using the concepts we discuss why this is unacceptable behavior or you will be penalized 5 percent off of your final grade. This will be due the day after the missed meeting. This paper may or may not be approved. If it is not approved, you will need to re-write it until it meets my approval.

Moodle:

Please check Moodle on a daily basis for announcements and assignments. Remember, your syllabus, written exercises, additional lecture notes, and other information will be posted here. It is your responsibility to access this information.

CHECK GRADES WEEKLY:

Also, please keep a check on your posted grades throughout the semester and let me know **immediately** if there has been an error in grading.

You have one week from which the grade is posted to question that grade. There are several grades and I am happy to explain but do so within a week of that grade being posted.

Final Grade:

Your final grade in this course is based on the total number of points you have accumulated this semester. Your final grade is based **solely** on the completion of the course requirements. **Extra credit work (including additional written exercises, papers, activities, presentations, etc.) to raise a grade will not be given under any circumstance**

No late assignments will be accepted after the last day of your assigned class. No exceptions.

Course Assignments:

Test one:	300 points
Test two:	200 points
Research :	30 points
Quiz:	60 points (drop 3)
Activities:	60 points (drop 3)
Peer Evaluations:	40 points (2 @ 20 points)
Communication Challenges:	100 points (5@ 20 points)
Judging:	10 points
Final Project:	150
Learning Portfolio:	50

Course Grading Scale:

A+ = 1000-980

A = 979-930

A - = 929-900

B+ = 899-880

B = 879-830

B - = 829-800

C+ = 799-780

C = 779-730

C - = 729-700

D+ = 699-680

D = 679-630

D - = 629-600

F = 599-000

Research Participation Requirement:

CMST 1061 requires a research participation element.

*****Research Participation Requirements must be completed by the Tuesday of dead week.**

Research Participation Requirement:

The material you will learn in this course is the product of research. The goal of the research participation requirement for the Department of Communication Studies is to help you 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 participation requirement. For each course in which you are enrolled, you 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. Study descriptions 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 online. All available studies are approved by the Institutional Review Board at LSU.
2. Participating in an organized departmental function such as debate. Only departmental sanctioned events will count toward a student's research participation requirement.
3. Serving as a research assistant for a faculty member in the Department of Communication Studies. The number of credits and requirements for those credits differ by faculty.

The research participation requirement is worth 3% (30 points) of your total grade. You will receive your 3% (30 points) if you accumulate 2 research credits during the given semester. Please note that all research participation credits must be completed and allocated by Tuesday of dead week.

ALL available options to earn credit are posted on an electronic bulletin board located at <http://lsuhumanresearch.sona-systems.com/>. When you go to this website, you will first have to request an account. Students must request a new account every semester regardless of whether you have requested an account in a previous semester. Once you have secured an account for this semester, you will be able to log in and see the options available to you for your various CMST courses. The Psychology Department also uses this site for its research requirement. You cannot complete Psychology research for your CMST research participation requirement.

Please note that various ways to fulfill your research participation requirement will appear on this site 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.

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://app1003.lsu.edu/artsci/cmstweb.nsf/index>. Then click on RESEARCH and STUDIES. 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 early. If you have questions about this requirement or the online system that keeps track of credits, please email researchadmin@isu.edu.

Calendar of Assignments

M	8-24	<u>Syllabus</u>
W	8-26	What is communication?; <u>Syllabus Statement</u> due
F	8-28	Continued
M	8-31	Small Group (Professional) Communication
W	9-2	Continued
F	9-4	Continued
M	9-7	No Class: Labor Day
W	9-9	Continued
F	9-11	(<u>Communication Challenge</u> preparation)
M	9-14	<u>Communication Challenge #1</u>
W	9-16	Public Discourse
F	9-18	Continued
M	9-21	Continued
W	9-23	Continued
F	9-25	(Communication Challenge preparation)
M	9-28	<u>Communication Challenge #2</u>
W	9-30	
F	10-2	Communication in Human Relationships
M	10-5	Continued
W	10-7	Continued

- F 10-9 (Communication Challenge preparation)
- M 10-12 [Communication Challenge #3](#)
- W 10-14 **Review; Peer Evaluations due at the beginning of class. DO NOT EMAIL.**
- F 10-16 **Midterm Exam**
- M 10-19 **Visual and Media Communication** (Consult Moodle for Reading Assignments)
- W 10-21 **Continued**
- F 10-23 **Continued; Learning Portfolio questions Due.**
- M 10-26 (Communication Challenge preparation)
- W 10-28 **Communication Challenge #4**
- F 10-30 **No Class: Fall Holiday**
- M 11-2 **Art and Culture** (Consult Moodle for Reading Assignments)
- W 11-4 **Continued**
- F 11-6 **Continued**
- M 11-9 (Communication Challenge preparation)
- W 11-11 **Communication Challenge #5**
- F 11-13 **Capstone Project Assigned (Fairytale and Pathways Assigned)**
- M 11-16 Group Discussion with Instructor
- W 11-18 Workshop
- F 11-20 Workshop
- M 11-24 Workshop; Learning Portfolio Question Due.
- W 11-26 **No Class: Thanksgiving**
- F 11-28 **No Class: Thanksgiving**

- M 12-1 **Capstone Project Presentations;** Peer Evaluations Due (if presenting).
- W 12-3 **Capstone Project Presentations;** Peer Evaluations Due(if presenting).
- F 12-5 **Capstone Project Presentations;** Peer Evaluations Due(if presenting).