

CMST 1061
Fundamentals of Communication
Summer 17
9:50-10:50 M-F
RM: 130 Coates

Instructor: Dr. Christopher C. Collins

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Office Hours: 8:50 am – 9:50 am T/TH or by appointment

Required Text:

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

Considering a Major or Minor in Communication Studies?

A degree in communication studies will provide you with practical skills that are useful for a wide range of career choices. We do not narrowly train students for one specific job, instead we help students develop creative and critical ways to organize, build relationships, and solve a variety of communication problems. Business leaders and other professionals recognize the importance of developing communication skills and many times a degree in communication studies will give you an edge over other job applicants in fields such as business, government, social and public services, sales, marketing, and the arts.

A major in Communication Studies requires 36 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 levels or above. More information is available at www.lsu.edu/cmst

Important Note on the Syllabus:

This document contains all of your assignments and due dates along with all the rules and regulations for this class. I will go over the syllabus with you on the first day of class, but it is your responsibility to familiarize yourself with its content. Most everything you need to know about the class is included here. Please consult this syllabus for assignment guidelines, late penalties, and makeup assignments BEFORE e-mailing me with questions. If your question is not answered in the document below (or on the additional Moodle postings) please feel free to ask for clarification.

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 the 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.

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) Communication

Employers consistently expect quality communication skills in employees. In this section, we will examine the role communication plays in work-related settings. We will discuss theories and techniques to help excel in working with others in order to achieve a common goal.

Public Discourse

Public discourse is central to the practice of citizenship. In this section, we will explore how persuasive messages are constructed, presented to, and received by public audiences. We will examine such areas as political discourse, social issue posters, and persuasive advertisements.

Communication in Human Relationships

All human relationships are building through communication. In this section, we will examine theories and techniques that help us understand and enable effective relationships with others. We will discuss areas such as managing conversations, apologizing, dealing with conflict, and compliance gaining.

Visual and Media Communication

In our post-literate electronic world, humans increasingly communicate via still and moving images and image technologies. In this section, we will explore practical approaches to communication in visual culture, film, and mediated arts.

Art and Culture

Humans communicate culture by everyday behaviors. In this section, we will discover how we achieve unique identities through everyday behaviors, values, and norms. We will explore such areas as cultural storytelling, parody, and community-building rituals and festivals.

Please Note: 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 i.e.: know how to interpret and understand acts of communication, deploy the application of material to your social life, use communication concepts to help you relate to others, deploy communication strategies in your workplace or professional life.

Six Types of Learning:

In this course, we will utilize six kinds of significant learning.

- 1) Foundational Knowledge: understanding and remembering important concepts and terminology

How: Midterm and Final Exams

- 2) Application: applying the concepts; putting into action what you have learned and developing critical, creative, and practical thinking skills.

How: Classroom Engagements/Reader's Notes

- 3) Valuing: learning how to recognize, develop, and reflect on feelings, interests, and values

How: Enact Civic Discussion

- 4) Human Dimension (personal and social): Learning about yourself and others

How: Engagements / Enact Civic Discussion

- 5) Learning How to Learn: encouraging the continuation of learning outside the classroom through self-directed inquiring about a subject

How: Reader's Notes

- 6) Integration: understanding the connection between ideas and experiences and how they relate to other realms of life outside the classroom.

How: Final Communication Paper

COURSE REQUIREMENTS

1. Reader's Notes — (RN) required you to write a paper that engages the reading material. These papers are designed to integrate communication theory and facilitate interactions with other class members. Reader's Note Requirements: One Page/ Double Spaced/ 12 pt. font/ Times New Roman.
2. Process:
 - a. Define a Term: Find a key term in the textbook that appeals to you. Please provide the definition from the book and then define the term in your own words.
 - b. Apply the Term: Please use your own experience to explain how the term or concept works. If you cannot relate the term to your own life, please find an example from popular culture.
 - c. Questions: Please ask three questions for the class that emerged from the readings. These can be questions where you need a term/example clarified or a question about how the class feels/relates/responds to the term in popular culture. Use the questions to promote civic dialogue!
3. Midterm: There is midterm that covers the first half of the class.
4. Final: There is a final that covers the major components of the course.
5. Capstone: You have an opportunity to create a paper at the end of the class that demonstrates your understanding of the fundamental concepts of communication.

GRADING POLICY/POINT BREAKDOWN

Assignment:	# of Assignments	Points	Total Points
Final Exam	1	150	150
Capstone paper	1	100	100
Midterm Exam	1	100	100
Engagements	12	25	300
Reader's Notes	14	25	350
Total	19		1000

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-	= 599-000

Missed Assignments and Exams:

If you miss an assignment for a university excused absence and provide valid written documentation, you may complete an alternative assignment for those points. This alternative assignment must be requested and completed in one week of the missed assignment. It is your responsibility to request this assignment. It will not be automatically assigned to you. 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. Otherwise, a grade of '0' will be assigned to that exam.

Assignment Due Dates:

Assignments are due at class time on the specified day. If an assignment is due on Monday, the assignment must be ready by class time. It does not mean you can turn in the assignment on Monday at 11:59pm. Assignments turned in after the due date/time will be counted as late.

Moodle and Questions about Grades:

Please check Moodle on a daily basis for announcements and assignments. Remember, your syllabus and additional information will be posted here. It is your responsibility to access this information. 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 must notify me of a grading error within 2 weeks of the grade being posted to Moodle. Otherwise, the grade in question will remain as it appears.

If you have a question about a grade you received on a particular assignment, please contact me within 1 week of receiving the grade. If you wait several weeks it is unlikely I will clearly remember the details of the comments I made.

Email:

If you email me with a question about an assignment or any other question concerning class, please allow at least 24 hours for a reply. If you email me the night before an assignment is due, there is no guarantee I will read and respond to your email before class time. There is also no guarantee that I will check my email over the weekend. If

you have an assignment due on Monday, please do not wait until Saturday or Sunday to email me with a question.

Attendance:

I believe that students have the right to decide whether or not they would like to attend class. However, I also recognize that a communication courses focuses on the practice of communication. It is difficult to practice communication if there is no one there to communicate with us. If you are not in class to communicate then you cannot expect to fulfill the full requirements of the course. Therefore, as adults in a system of higher education, I will not take attendance; however, you can only receive points for Reader's Notes and Engagements if you have attended class.

Phones:

We love our ever-expanding connections to the world at large. However, part of communicating well is being present to one another. If you are using your phone during class I will take that as a sign that you do not wish to be present to the people in the class. If you are not present, you are absent. If you are absent, I will not accept your Reader's Note or Engagement participation. I am not here to police your phone use; therefore, if you have your phone out, I will assume you are making the choice to accept an absence for the day. If you have an emergency with friends and family please notify me ahead of time that you might need to take a call during class. I have no problem with people acting as responsible adults.

Note that the day before and the day after a scheduled university holiday are regular class days. Classes will be held and assignments will be due. Please make travel plans with this in mind. Vacations are not university excused absences.

Course Schedule:

Please note: The course schedule will adapt depending on how we, as a class, are progressing toward our course goals. If you miss class it is your responsibility to find out if assignment due dates/course schedule have changed. Dates marked “Individual Meetings” may be utilized if we need to adapt the class.

June

Mon	5	Syllabus - Introductions
Tue	6	Engagement
Wed	7	RN 1 – Article on Moodle
Thu	8	Engagement
Fri	9	RN 2 – Article on Moodle

Mon	12	RN 3 – Chapter 1
Tue	13	Engagement
Wed	14	RN 4 – Chapter 1
Thu	15	Engagement
Fri	16	Individual Meetings

Mon	19	RN 5 – Chapter 2
Tue	20	Engagement
Wed	21	RN 6 – Chapter 2
Thu	22	Engagement
Fri	23	Individual Meetings

Mon	26	RN 7 – Chapter 3
Tue	27	Engagement
Wed	28	RN 8 – Chapter 3
Thu	29	Midterm
Fri	30	Individual Meetings

July

Mon	3	RN 9 – Chapter 4
Tue	4	Holiday
Wed	5	RN 10 – Chapter 4
Thu	6	Engagement
Fri	7	Individual Meetings

Mon	10	RN 11 – Chapter 5
Tue	11	Engagement
Wed	12	RN 12 – Chapter 5
Thu	13	Engagement
Fri	14	Individual Meetings

Mon	17	RN 13 – Chapter 6
Tue	18	Engagement
Wed	19	RN 14 – Chapter 6
Thu	20	Engagement
Fri	21	Individual Meetings

Mon	24	Class Ends
Tue	25	Study Day
Wed	26	Final Exams
Thu	27	Final Exams