

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: INTRODUCTION TO HUMAN RELATIONS

Code No.: CCW 127-3

Program: LAW AND SECURITY ADMINISTRATION/CORRECTIONAL WORKER

Semester: FIRST

Date: SEPTEMBER 1989

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New: _____ Revision: X

APPROVED:

K. DeRosario
Chairperson

Sept. 5/89
Date

Course Title

Course No.

Instructor: Betty Brady

COURSE DESCRIPTION

An in-depth study of the area of communications will be conducted, the focus of which will be in tying the theoretical models with real life experiences pertinent to the career. Students will gain knowledge and skills in the area of communication which will augment their professional development. This should also serve to augment their ability to assess and assist their clientele with their communication issues.

STUDENT PERFORMANCE OBJECTIVES

Upon successful completion of this course, students will:

1. achieve a strong knowledge base of communications.
2. be able to apply theory to practical real life experiences.
3. be able to further develop professional skills in the area of communication.
4. assess and assist clientele in the area of communication, through the use of a developed knowledge and skill base.

LEARNING RESOURCES

The Learning Resource Centre has an array of books, journals, and tapes related to this topic.

REQUIRED STUDENT RESOURCES

Text: Looking Out/Looking In: Interpersonal Communications.
Adler, Ronald B., Towne, Neil. Kurt Edt. Holt,
Rhinehart and Winston, Toronto, 1981.

METHODOLOGY

Classes will be conducted in a variety of ways with student participation an integral part of the learning process. Classes will consist of lectures, discussions, structured activities, role playing, etc.

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COURSE REQUIREMENTS

1. There will be three tests on material covered in class.
2. Two self-inventories will be researched and applied. Dates to be set in class.
3. Participation is essential to skill development.

GRADING BREAKDOWN

Participation	20%
Three Tests	60%
Two Self-Inventories	20%
TOTAL	100%

COLLEGE GRADING POLICY

90 - 100%	=	A+
80 - 89%	=	A
70 - 79%	=	B
60 - 69%	=	C
Below 60	=	R (Repeat Course)