COURSE OUTLINE: GAS106 - COMM:THEORY AND PRAC

Prepared: General Arts and Science Department
Approved: Martha Irwin, Chair, Community Services and Interdisciplinary Studies

Course Code: Title	GAS106: COMMUNICATION: THEORY AND PRACTICE
Program Number: Name	1115: GAS-UNIV TRANSFER
Department:	GENERAL ARTS & SCIENCE
Semesters/Terms:	21F, 22W
Course Description:	This course provides the foundations of effective human communication. It focuses on three specific areas of competence: small group competence, interpersonal communication, and public speaking. Each of these areas is reinforced through a variety of learning methods and media: lectures, group discussions, group projects, readings, film analysis, and reflective learning portfolio.
Total Credits:	3
Hours/Week:	3
Total Hours:	45
Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Substitutes:	ENG145
Vocational Learning Outcomes (VLO's) addressed in this course: **Please refer to program web page for a complete listing of program outcomes where applicable.**	**1115 - GAS-UNIV TRANSFER** VLO 1 Develop, through general knowledge gained in a wide range of subjects, insight into both self and society. VLO 2 Develop flexibility and clarity of both thought and expression in order to develop communications competence to a level required by business and industry. VLO 3 Understand and utilize critical thinking processes and problem solving techniques. VLO 5 Employ basic vocational, skills drawn from the areas of the Humanities, Social and Behavioural Sciences of Vocational Studies (Business, Technology).
Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience. EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication. EES 4 Apply a systematic approach to solve problems. EES 5 Use a variety of thinking skills to anticipate and solve problems. EES 6 Locate, select, organize, and document information using appropriate technology and information systems. EES 7 Analyze, evaluate, and apply relevant information from a variety of sources. EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.

In response to public health requirements pertaining to the COVID19 pandemic, course delivery and assessment traditionally delivered in-class, may occur remotely either in whole or in part in the 2021-2022 academic year.

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	EES 9	Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
	EES 10	Manage the use of time and other resources to complete projects.
	EES 11	Take responsibility for ones own actions, decisions, and consequences.

General Education Themes:	Social and Cultural Understanding
	Personal Understanding

Course Evaluation:	Passing Grade: 50%, D
	A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

Books and Required Resources:	No Text is Required

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
Discuss the complexity and the importance of the communication process.	1.1 Identify the essential components of the communication process. 1.2 Discuss misconceptions around communication. 1.3 Identify different types of communication and identify their distinctive features (intrapersonal, interpersonal, impersonal, group, public, mass, and mediated communication). 1.4 Recognize the role of communication in our lives. 1.5 Improve their communication competence and listening skills. 1.6 Recognize factors that prevent one from listening actively. 1.7 Evaluate one`s ability to communicate effectively in a variety of situations.
Course Outcome 2	**Learning Objectives for Course Outcome 2**
Analyze interpersonal communication.	2.1 Define interpersonal communication and discuss its attributes. 2.2 Define interpersonal attraction and distinguish short-term initial attraction from long-term maintenance attraction. 2.3 Explain strategies of information seeking to reduce uncertainty. 2.4 Define self-disclosure and explain its role in relationship maintenance. 2.5 Discuss reciprocity, appropriateness, and risk in self-disclosure. 2.6 Discuss how emotional expression affects relationship maintenance.
Course Outcome 3	**Learning Objectives for Course Outcome 3**
Effectively communicate in a group setting.	3.1 Define and note similarities and differences between a group and a team. 3.2 Identify and describe types of small groups. 3.3 Identify and appropriately perform task and social roles in groups and teams.

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Course Outcome 4	**Learning Objectives for Course Outcome 4**
Enhance group and team performance.	4.1 Identify functions of effective group performance. 4.2 List and describe steps of group problem solving. 4.3 Compare and contrast different types of group leadership. 4.4 Explain why conflict occurs in small groups. 4.5 Use an agenda to ensure that group meetings are focused. 4.6 Identify strategies for managing different types of conflicts. 4.7 Utilize strategies to maintain appropriate group discussions and interpersonal interaction.
Course Outcome 5	**Learning Objectives for Course Outcome 5**
Give effective public informative and persuasive speeches.	5.1 Identify the four main different types of speeches and their differences (informative,persuasive, demonstrative, and layout). 5.2 Practice voice control and body language, and appreciate how they may change the effectiveness of a speech. 5.3 Recognize evidence of speech anxiety and develop techniques to overcome it. 5.4 Define speaker`s credibility and analyze its factors. 5.5 Use appropriate and audience-centered attention grabbers. 5.6 Recognize, explain, and apply different organizational patterns of an informative and a persuasive message. 5.7 Locate and use appropriate visual aids to enhance an oral presentation. 5.8 Generate a detailed outline to plan an extemporaneous informative and persuasive speech. 5.9 List and explain the five steps of the motivated sequence. 5.10 Deliver well-researched, well-organized, and effective informative and persuasive presentations
Course Outcome 6	**Learning Objectives for Course Outcome 6**
Provide and receive constructive feedback on speeches from the instructor and peers.	6.1 Distinguish between types and levels of feedback. 6.2 Receive constructive feedback and incorporate feedback into speeches 6.3 Apply constructive criticism while reviewing peers```` ` speeches. 6.4 Respond to peer`s feedback. 6.5 Reflect on peer`s feedback.

(The rows above continued from a previous page began with:)
3.4 Describe group roles and norms.
3.5 Differentiate between status and power.
3.6 List strategies to enhance group cohesiveness.
3.7 Recognize group and team interaction patterns.
3.8 Identify and describe stages of group development.
3.9 Identify strategies to adapt to cultural differences in groups and teams.

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Class Activities and Assignments	35%
Speech	15%

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| | Test One | 30% |
| | Test Two | 20% |

Date:	July 27, 2021
Addendum:	Please refer to the course outline addendum on the Learning Management System for further information.

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