

CMST 1061 Fundamentals of Communication Syllabus

Fall 2018, TTh, Allen Hall



Instructor Information

Instructor

Dr. Sanela Elli Osmanovic

Email

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Office Location & Hours

Coates 136A; T-Th 8:00-9:00,
12:00-1:30, or by appt

General Information

Description

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.

Expectations and Goals

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

Course Requirements

Required Text

Butcher, J. (2017). *The 5 Pathways of Communication* (2nd ed). Kendall Hunt. (ISBN: 97811524940935)

Assignments

Students will be graded on their work on:

- **Exams (450 points).** Four exams will be held during the regular semester. Each exam carries 150 points. The lowest grade will be dropped. The examinations will consist of 50 multiple choice questions on the textbook chapters and lectures.
- **Quizzes (100 points).** A total of 12 quizzes will be given in class during the semester and the lowest 2 quiz grades will be dropped, giving you a total of 10 quiz grades for the semester, 10 points each. These quizzes will test you on the day's reading assignment, lectures from the previous class, the day's lecture or other in-class activities, or ask you to respond to workbook questions. The quizzes may be given at the beginning, middle or end of class and you must be present to take the quiz and turn it in for credit. If you show up late and miss or quiz or leave class before the quiz is given, you cannot make up the quiz. If you have a question or concern about your quiz grade, you have 2 weeks to discuss it. Quiz grades will not be changed after the two-week period, especially at the end of the semester. Since I drop 2 quiz grades, there will be no make-up quizzes. If you are absent on a quiz day, you will earn a 0 for that quiz.
- **Communication projects (200 points).** The communication projects (two) will require you to apply concepts learned in class, using them together to achieve the ultimate persuasive, creative visual. The detailed guidelines on the projects will be posted on Moodle.
- **Group presentation (150 points).** At the beginning of the semester, the class will be randomly assigned into groups of four. The groups will be provided a topic, and work together to prepare a 15-minute presentation. The presentation grade will be based on the presentation quality, and the peer reviews. The detailed guidelines on the group presentation will be provided on Moodle and at the first group in-class meeting.
- **Research participation and class participation (100 points).** Participating in research studies conducted in the Department of Communication Studies constitutes 3 percent of your grade. More information on research participation can be found on pages 6-7 of the syllabus. Class attendance and participation are expected, and earn you 5 points each week. Roll sheets will be passed around to keep a record of attendance. It is your responsibility to sign the roll sheet.

Final grades will be determined based on scores earned in these assignments. All work must be done during the semester and not made up after the fact.

Course Assignment	Percentage of the Grade	Maximum Points
Research participation	3%	30
Attendance and participation	7%	70
Communication projects	20%	200
Quizzes	10%	100
Group presentation	15%	150
Exams	45%	450
Total	100%	1000 points

Grading Scale

A+	97-100
A	93-96.99
A-	90-92.99
B+	87-89.99
B	83-86.99
B-	80-82.99
C+	77-79.99
C	73-76.99
C-	70-72.99
D+	67-69.99
D	63-68.99
D-	60-62.99
F	59.99 and below

Please note, in accordance with the Federal Buckley Amendment, grades will **not** be discussed through email, over the phone or in class. You **must** discuss a grade in person during office hours within 2 weeks of receiving the grade. After 2 weeks, discussion and changes to grades will **not** be possible. This means do **not** come at the end of the semester about a grade from the first week of class.

Classroom Decorum

As this class largely consists of dialogue, in-class exercises, and group discussion, please respect the work, opinions, and the presentations of your classmates.

- Listen to conversations, participate in them. Show support. You will be required at one point or the other to provide feedback to your peers.
- Do not use your phone during the class. Contrary to popular belief, the world is not going to collapse if you don't check your messages and social media for an hour.
- Do not use personal computers, tablets, and similar devices during the group presentations. You will learn how to deal with a distracted audience, but you don't need to play the part of that audience for your classmates.
- Be on time. Do not disrupt your classmates' dialogue with your late arrival.
- Controversial subjects may arise. Be open-minded and allow the conversation to progress.

Course Schedule (Tentative)

Week 1	Topic/Activity	Week's assignments
Tue, 08/21	Introductions, syllabus, and research participation	Read syllabus, buy the book
Thu, 08/23	Introduction to communication	Read chapter 1
Week 2	Topic/Activity	Week's assignments
Tue, 08/28	Introduction to communication	Check Moodle for reading
Thu, 08/30	Small group communication	Read chapter 2
Week 3	Topic/Activity	Week's assignments
Tue, 09/04	Small group communication	Check Moodle for reading
Thu, 09/06	Small group communication; group work	Check Moodle for details
Week 4	Topic/Activity	Week's assignments
Tue, 09/11	Exam 1	Bring scantron B
Thu, 09/13	Communication in human relationships	Read chapter 4
Week 5	Topic/Activity	Week's assignments
Tue, 09/18	Communication in human relationships	Check Moodle for reading
Thu, 09/20	Communication in human relationships	Check Moodle for reading
Week 6	Topic/Activity	Week's assignments
Tue, 09/25	Communication project 1 prep/due	Check Moodle for details
Thu, 09/27	<i>Fall Break, no class</i>	Chapters 5 and 6; Moodle
Week 7	Topic/Activity	Week's assignments
Tue, 10/02	Communication in human relationships	Check Moodle for reading
Thu, 10/04	Communication in human relationships	Check Moodle for reading
Week 8	Topic/Activity	Week's assignments
Tue, 10/09	Exam 2	Bring scantron B
Thu, 10/11	Group work day	Check Moodle
Week 9	Topic/Activity	Week's assignments
Tue, 10/16	Mediated communication	Read chapter 5
Thu, 10/18	Mediated communication	Check Moodle for reading

Week 10	Topic/Activity	Week's assignments
Tue, 10/23	Public discourse	Read chapter 3
Thu, 10/25	Public discourse	Check Moodle for reading
Week 11	Topic/Activity	Week's assignments
Tue, 10/30	Exam 3	Bring scantron B
Thu, 11/01	Arts and culture	Read chapter 6
Week 12	Topic/Activity	Week's assignments
11/06-11/08	<i>Conference, no class</i> , Comm. project 2 prep/due week	
Week 13	Topic/Activity	Week's assignments
Tue, 11/13	Group presentations	Check Moodle for grading rubric
Thu, 11/15	Group presentations	Check Moodle for grading rubric
Week 14	Topic/Activity	Week's assignments
Tue, 11/20	Group presentations	Check Moodle for grading rubric
Thu, 11/22	<i>Thanksgiving, no class</i>	
Week 15	Topic/Activity	Week's assignments
Tue, 11/27	Exam 4	Bring scantron B
Thu, 11/29	Make-up work	

Additional Information and Resources

Attendance and Participation

Attendance will be taken every class. Your attendance at each class meeting is expected. You are expected to attend all classes just as you would be expected to go to work every day if this was any other job.

Plagiarism

There will be no tolerance for plagiarism. You are to assume that all assignments in this course are individual assignments unless explicit instructions are provided for a group project. Any student found to have presented material not their own (either downloaded from the internet or written by another student) will immediately be reported to the Dean of Students. The Internet has made plagiarism very easy and very tempting. Hundreds of sites offer papers, research, writing, and editing. The ease with which such material is available over the Internet does not lessen the seriousness of claiming material from the Internet as your own. See the LSU policies on plagiarism here:

<http://www.lib.lsu.edu/instruction/plagiarism2.html>.

Extra Credit

Extra credit assignments may be scheduled and can only be submitted in the allocated time period. No end-of-the-semester, last minute extra credit assignments will be given.

Missed Work

Sometimes life just happens and you are unable to turn in an assignment on time (maybe you are stressed out, overwhelmed by other assignments in other classes, got drunk the night before and slept through your alarm, etc...). I will accept late work, but with a penalty. If you can't make an assignment deadline, you can turn the assignment in for **increasingly fewer points** throughout that day, up **until 11:59pm CST**. After that point, work will be accepted within the following week for the **maximum grade of a C** (see below for extenuating circumstances). After 7 days, late work will no longer be accepted for credit. (Life happens, but not without consequences.)

Extenuating circumstances: I reserve the right to accept late work without penalty when a student has provided **proper documentation** of a university sanctioned emergency or conflict that has inhibited them from turning in an assignment on time. University sanctioned emergencies or conflicts include: family death/emergency, debilitating sickness, religious observance, serious weather conditions, varsity athletic competition, sanctioned curricular requirements with documentation, court-imposed legal obligations. For more information on university policy on student absences, see <https://sites01.lsu.edu/wp/policiesprocedures/policies-procedures/22/>.

Research Participation Requirement

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 credits must be completed and allocated by Tuesday, November 27, at 11:59 PM.**

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. Once you are 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.

Hints for RPR:

- Please be sure to CHOOSE this course AND section when you sign up. If you do NOT choose the correct section, I will NOT receive your credits! This is YOUR responsibility and I do not have access into the system so if you don't choose the right course and section, I CANNOT and WILL NOT give you credit after the due date.
- DO NOT MISS a study you signed up for. IF YOU MISS 2 studies UNEXCUSED, you will be banned from the system. This is a departmental policy and I have no control over it, so if you sign up, SHOW UP!
- I cannot see what credits you have earned until after the deadline. So your credits will NOT be in Moodle until after the deadline. However, YOU can see your credits anytime. *I suggest you check this to make sure you have earned the credits you expected AND that they are allocated to my class. If your credits are NOT allocated correctly, I CANNOT give you credit!*
- If you have questions about your participation and credits, please email the RPR administrator at researchadmin@lsu.edu.

Please read the research participation instruction page located on Moodle to learn how to set up and use your account.

Students with disabilities

The Americans with Disabilities Act and the Rehabilitation Act of 1973 states: "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 can be arranged." After you receive the accommodation letters, please meet with me to discuss the provisions of those accommodations.

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 or by contacting our undergraduate advisor Mr. Kent Filbel (kfilli@lsu.edu), whose hours are posted at his office, 135 Coates Hall.