

Syllabus

CMST 2010, version 1.2

Effective: June 23, 2017

CMST 2010—Interpersonal Communication

Course Description: Theories and research in human communication; one-to-one interactions.

Textbooks and Other Materials

ODL is *not responsible* for student purchases that result in *the receipt of the wrong materials*. It is the responsibility of the student to order the correct textbook materials. Courses are written to specific textbook editions; edition substitutions *are not allowed*.

Textbook

Ronald Adler, Lawrence Rosenfeld, and Russell Proctor. *Interplay: The Process of Interpersonal Communication*. Thirteenth edition. New York, NY: Oxford UP, 2015.

ISBN-10: 0199390487

ISBN-13: 978-0199390489

Ordering Information

Please review the following tips for ordering your course materials:

1. Do not purchase your textbooks until your enrollment is approved. During the processing period, a new section may be opened that could require a different textbook or edition.
2. *Always order by the ISBN.* Publishers and vendors often offer the same textbook title under different ISBNs. You must have the correct ISBN to access your online website.
3. Our official LSU Online Distance Learning bookstore (<http://www.outreach.lsu.edu/Distance-Learning/Online-Distance-Learning/Textbooks>) carries most of the required textbooks.
4. If you are having problems locating a textbook, contact us at Answers@outreach.lsu.edu for assistance.

Other Materials and Resources

Software: MS Word, PowerPoint, Web Browser, Adobe Flash Player, Adobe Shockwave Player, Adobe Acrobat Reader

Students must use a recent version of MS Word to write their answers to each journal entry, communication assessment, and module assignment.

After the initial reading of each chapter, it is recommended that you review the provided publisher's PowerPoint presentation for that chapter.

It is recommended that you use Mozilla Firefox or Google Chrome as your web browser. Internet Explorer is not compatible with your Moodle course site.

Adobe Flash and Adobe Shockwave player are required for online testing. Adobe Acrobat Reader is required to view PDF document files.

Hardware: *Web cam with a microphone (built-in or external), headphones or working speakers, and high speed internet*

Proctored exams are completed online and require the hardware listed above. Students are encouraged to review the technical requirements provided on the ProctorU website and to perform a test on their equipment prior to enrolling in this course to make sure they have the necessary resources available. There is a separate charge for each proctored exam.

Technical Requirements: <http://www.proctoru.com/tech.php>

Equipment Test: <http://www.proctoru.com/testitout/>

Nature and Purpose of the Course

Course Outcomes. Upon completion of this course, students are expected to be able to:

1. Explain the role of interdependence in relationships in the communication process on both individual and global levels.
2. Examine an assessment of the costs and rewards in determining the value of pursuing or not pursuing a given relationship.
3. Apply definitions, models, and theories of communication in order to examine how people use message strategies to construct and display power within relationships.
4. Describe how cultural differences, language construction, and verbal messages impact relationships.

CMST 2010 is a General Education Social Sciences course. Students in this course should demonstrate an understanding of factors associated with global interdependence, including economic, political, psychological, cultural, and linguistic forces.

In this course, you will examine the basic concepts, theories, research findings, and processes relevant to initiating, developing, maintaining, and terminating relationships through communication. An equally important function of this course is to encourage greater insight into your own communication behavior and to provide course-related concepts for you to apply to your experience and relationships. The aim of the instruction throughout this course is to merge theory and practice. Improving the way we communicate often requires that we develop a language that allows us to see communication in new ways. This will allow you to better understand your interpersonal communication situations and thus improve the way you manage them.

Working with the Course Materials

Remember, this course covers an entire semester of work or the equivalent of a classroom course lasting 15 weeks. That means that each module in this course equals nearly a week of course work and will require the same time and effort on your part. *Do not expect to complete each module in a single study session. Understand, too, that if you choose to submit assignments at a very high pace, your instructor may not be able to grade your work at the same rate.*

Each module contains information, activities, and assignments organized under a consistent series of headings. Get familiar with how the module is organized. Each module in this course is organized into the following sections: the Module Objectives, the Reading Assignment, a Communication Assessment, a Journal Entry, and the graded Module Assignment. You should work through these parts of the module in order. Specific recommendations are provided in a link to the course module instructions, which you should review before beginning the first module.

Suggested Study Techniques

1. Carefully review the module objectives to help you focus on the information that will be covered on the exams.
2. Concentrate on the reading assignments, the module lecture material, and any additional resources provided. This review should include a detailed examination of any illustrative problems and examples. After an assignment has been completed, a rapid re-reading of the related text and other materials is strongly recommended.
3. Put yourself on a definite schedule. Set aside a certain block of hours per day or week for this course and work in a place where distractions are minimal.
4. Try to submit one assignment each week or at least every two weeks. Delays in submitting assignments usually result in lagging interest and the inability to complete the course.

5. Review your module assignments after they have been graded, paying special attention to any instructor feedback provided. (We suggest that you wait for assignment feedback before you submit subsequent assignments.)
6. Regardless of how you complete your graded assignments, keep in mind that module completion should not be your sole preparation for your exams. As with any college course, you should study for your exams.

Reading Assignments

To do well in this course, it is essential that you read and study all the course materials that precede the module assignment. Do not begin the module assignment until you have done so. Some module assignments contain supplemental readings which will be supplied to you in an additional link. Be sure to read any supplemental material in addition to the assigned readings from the textbook.

You will read an average of 30 pages per module. Specific reading assignments will be given in each module.

Topic Outline

This course covers the following specific topics:

Module	Topic
01	Interpersonal Process
02	Culture and Interpersonal Communication
03	Interpersonal Communication and the Self
04	Perceiving Others
05	Language: Part I
06	Language: Part II
07	Nonverbal Communication
Mid-Course Examination	
08	Listening: Part 1
09	Listening: Part II
10	Emotions
11	Dynamics of Interpersonal Communication
12	Communication in Close Relationships: Part I
13	Communication in Close Relationships: Part II
14	Communication Climate
15	Managing Conflict
Final Examination	

Module Assignments

Use Microsoft Word to create and upload your answers for each module assignment. Your answers for each should be written in full, complete sentences. Each module assignment consists of three questions related to interpersonal communication. Each question is worth 20 points, and answers will be graded according to how thoroughly you address the questions and how accurately you apply the communication concepts.

You should review the reading assignment carefully before completing the module assignment questions. Be sure to answer each question in your own words. Do not simply repeat the exact words of your textbook authors. Use your own insight and experiences when interpreting the questions and use specific examples to back up any claims that you make. It is also important to integrate specific terminology from your readings where it is appropriate. The only way I can be sure you understand what you have read is if you clearly explain yourself and use the communication concepts in your responses. For these responses to be meaningful, they must be answered in an unhurried and thoughtful manner. Most questions can be answered in one to three fully formed paragraphs.

Communication Assessment

Each module includes a communication assessment that you will download, fill out, and submit for a grade. The communication assessment is meant to help you understand how you currently communicate and to provide you with a vision for interacting more effectively in important relationships. Each Communication Assessment asks you to read a series of communication statements and use the given scale to rate your responses according to how you communicate in each given situation. Directions for scoring appear at the end of each assessment.

Journal Entry

CMST 2010 is a General Education class for Social Sciences credit. The assessment of the learning objectives happens through journal entries. Therefore, all students are required to complete journal entries for a grade in the class. The journal entry questions focus on the communication theories found in the textbook or in supplemental readings, but ask you to consider *how* and *why* the various theories relate to your relationships.

Journal entries, like the module assignments, contain a series of questions that should be answered in paragraph form. Again, answer the questions in your own words and be sure to incorporate any relevant terminology into your responses. Give me specific examples to back up any claims that you make. Journal entries should average about one double-spaced page in length. Use MS Word to create and upload your answers.

Permission to Take the Final Exam

You must have a *grade posted in the Moodle grade book for the Module 15 Assignment in order to unlock access to the Final Exam*. Please allow at least seven days for the final assignment grade to be posted in the gradebook. Understand that occasional delays will occur, such as during holidays and semester breaks or if you submit several module assignments within the same week. You must have been enrolled in the course for *at least three weeks*, regardless of when the modules and other exams are completed.

Academic Integrity

Students in Online Distance Learning (ODL) courses must comply with the *LSU Code of Student Conduct*. Suspected violations of the academic integrity policy may be referred to LSU Student Advocacy & Accountability (SAA), a unit of the Dean of Students. If found responsible of a violation, you will then be subject to whatever penalty SAA determines and will forfeit all course tuition and fees.

Plagiarism

Students are responsible for completing and submitting their own course work and preparing their own modules. All work submitted in the course modules must be the student's own work unless outside work is appropriate to the assignment; all outside material must be properly acknowledged. It is also unacceptable to copy directly from your textbook or to use published answer keys or the teacher's edition of a textbook.

Collaboration

Unauthorized collaboration constitutes plagiarism. Collaborative efforts that extend beyond the limits approved by the instructor are violations of the academic integrity policy. Students who study together are expected to prepare and write their own individual work for submission and grading.

For more information and links to the *LSU Code of Student Conduct* and the SAA website, go to the [ODL Academic Integrity policy](#) on our website.

Examinations and Grading Policy

There will be two examinations for this course. The mid-course exam covers modules 01–07. The final exam is comprehensive and will cover information from modules 01–15 with a concentration on modules 08–15. Each exam will contain true or false, multiple-choice, and short-answer questions.

You will have a maximum of *three* hours to complete the exam.

The grading policy for the course is as follows:

- Module assignments count 60 points each.
- Communication Assessments are 20 points each.
- Journal Entries are 20 points each
- Exams are 100 points each.
- Course grade = average of module assignments + average of communication assessments + average of journal entries + exam scores. Each component is weighted by the following percentages.

Course grade =

Component	Weight (%)
Average of Communication Assessments	5%
Average of Journal Entries	10%
Average of Module Assignments	25%
Mid-Course Exam	30%
Final Exam	30%

The following grading scale applies:

97%–100% = A+
 93%–96% = A
 90%–92% = A-
 87%–89% = B+
 83%–86% = B
 80%–82% = B-
 77%–79% = C+
 73%–76% = C
 70%–72% = C-
 67%–69% = D+
 63%–66% = D
 60%–62% = D-
 0%–59% = F

**YOU MUST PASS THE FINAL EXAMINATION
IN ORDER TO PASS THE COURSE.**

IMPORTANT: The final exam cannot be taken until you meet the following requirements. Under no circumstances may the final exam be taken earlier.

1. You must have been enrolled in the course for *at least three weeks*, regardless of when the modules and other exams are completed.
2. You must have a *grade posted in the Moodle grade book for the Module 15 Assignment in order to unlock access to the Final Exam*. Please allow at least seven days for the final assignment grade to be posted in the gradebook.

To read the full exam policy and other policy statements, visit <http://www.outreach.lsu.edu/Distance-Learning/Online-Distance-Learning/Guidelines-Policies/Policies/Academic-Integrity>. Go to Continuing Education's homepage. Click on *Extended Campus*, select *Online Distance Learning*, and then click the link for *Guidelines and Policies*.

Taking Your Examinations

You are *required* to create a Louisiana State University ODL ProctorU account and to take your examinations through ProctorU, a remote proctoring service that allows you to take exams anywhere with internet access (some restrictions apply). Information on creating your ProctorU account can be found in the *Getting Started* module. You cannot use an account created through another university, so if you already have an account, you will still need to create an account associated with LSU Online Distance Learning (ODL).

The ProctorU website provides links you can use to find out how ProctorU works and to check your computer to see that it meets the technical requirements. In addition, to test using ProctorU, you need *access to a web cam with a microphone (built-in or external), headphones or working speakers*, and *high speed internet* to use this service. A complete list of technical requirements is available from the ProctorU website.

You should schedule your exams about a week before you are ready to take them in order to avoid any additional charges.

Transcript Information

After you have completed this course, your grade will be filed with the Office of the University Registrar. If a transcript is needed, it is your responsibility to make a request to the registrar. If you would like to order a transcript, visit the Office of the University Registrar Transcript Requests page to view your options (<http://sites01.lsu.edu/wp/registraroffice/student-services/transcript-request/>).

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Copyright © 2017 LOUISIANA STATE UNIVERSITY
BATON ROUGE, LOUISIANA

Joni Butcher, PhD
Senior Instructor
Department of Communication Studies
Louisiana State University

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