

Syllabus

COMM 1370: Introduction to Communication Studies

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Contact Information:

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Office Location: Via email

Term: SU15A

Office Hours: Via email

This course is an introduction to the field of communication. It provides a survey of theories and issues associated with the communication process, from intrapersonal communication to mass communication.

Course Overview

This course serves as a dynamic and exciting introduction to the field of communication. Over the course of the term, you will be exposed to a wide range of topics grounded in communication theory. The course is best suited for students who have decided to major in communication and want a broad survey of the different areas of the field. I am a believer in active learning, so we will have activities that create space to interact with your peers as well as engage in discussion of current topical issues.

Credit Hours: 3

Prerequisite Courses: None

Prerequisite Skills and Knowledge:

- Ability to use the Blackboard learning management system to submit assignments and participate in class discussions
- Ability to use an office software suite, such as Microsoft Office, to compose assignments in a standard academic format, such as APA

Course Learning Outcomes

Upon completion of this course, you should be able to:

1. Develop an understanding of basic communication theory.
2. Contextualize and apply theory outside the classroom setting.
3. Develop an appreciation and preparation for future study in the communication discipline.

Course Textbook

- Wood, Julia T. (2017). *Communication mosaics: An introduction to the field of communication* (8th ed.). Independence, KY: Cengage Learning.

Required Materials

- All readings will be listed and can be accessed on the Library Guide for this class. The Library Guide is located at: <http://libguides.utep.edu/comm1370>.

Course Technology

- %ODFNERDUG learning management system

Technology Requirements

This course is facilitated in the %ODFNERDUG learning management system. You will need to schedule a minimum of 7–12 hours of computer access each week for seven weeks to be successful and complete this course.

To ensure your success in accessing the course materials and completing your assignments, it is recommended that you ensure your computer setup for this class meets the following minimum requirements:

- Broadband Internet connection, such as cable or DSL
- A modern computer (PC or Mac), no more than four years old, with the following minimum configuration:
 - Processor: Dual-core or better, at least 2 GHZ
 - RAM: 2 GB or better
 - Operating System: Windows 7 or 8, or Mac OS X 10.3.9 or better

Your computer will need the following software:

- A word processor, such as Microsoft Word or Mac's Pages—Regardless of your choice, you must save files in a .doc or .docx file format.
- Presentation-making software, such as Microsoft PowerPoint or Mac's Keynote—Regardless of your choice, you must save files in .ppt or .pptx format.
- Java, which you can download here: <https://java.com/en/download>
- Adobe Reader, which you can download here: <http://get.adobe.com/reader>

Tech Support

The University of Texas at El Paso offers complete technical information and help desk support at: <http://at.utep.edu/web/index.php/tech-support>.

Method of Evaluation

Type	Points
Exams (Midterm and Final)	60
Weekly Quizzes	21
Assignments	16
Discussion	03
Total	100

Grading Scale

Letter Grade	Points Earned
A	90–100
B	80–89
C	70–79
D	60–69
F	0–59

Expectations and Policies

What to Expect from the Instructor

I am email accessible—in fact, I love email. If you need to ask questions or clarify class discussion, I will happily respond via email. If you need direction or ideas for papers and/or assignments, we can communicate via email as well. I will answer emails within 24 hours and grade assignments and discussions within 3 days of the posted due date. Email submission of assignments is not acceptable. All assignments should be submitted via Moodle.

Participation

This course requires that you have at least 7–12 hours each week of access to a computer with a high-speed Internet connection. You are required to log into the course at least three days each week. Weekly discussions require students to interact with the instructor and classmates on at least two days each week. Timely and regular online participation with your peers is essential to being successful in this course. Participation in an online course can be challenging because it brings together different perspectives and attitudes without a face-to-face connection with one another. We understand that and ask that you work hard to achieve positive interaction with your peers.

Academic Dishonesty Statement

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion.

- Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports.
- Plagiarism occurs when someone intentionally or knowingly represents another person's words or ideas as his or her own.
- Collusion involves unauthorized collaboration with another person or group to commit any academically dishonest act.

Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be referred to the Office of Student Conduct and Conflict Resolution for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions. You can find more information in the UTEP Handbook of Operating Procedures, under the heading "[Alleged Student Scholastic Dishonesty](#)," and in the [Regents' Rules and Regulations](#).

Late Policy

All homework and quizzes/exams are due on specific due dates, posted throughout the course, and will not be accepted after the due date without written consent from the instructor.

Library Information

Access the UTEP Library by visiting <http://libraryweb.utep.edu/>.

Effective Electronic Communication

It is important to share a word of caution so we can become wiser about interpersonal distance learning communications. In an online environment, many of the feelings or impressions that are transmitted via body language in face-to-face communications are lost. Consequently, interpreting emotions and innuendos can be difficult. Only what is written, or drawn, carries the message. Often, excitement can be misinterpreted as anger or insult. We all need to keep this in mind as we communicate.

Words in print may seem harmless, but they can emotionally injure us when working at a distance. Hence, we must be conscious of how we communicate while working at a distance and use good netiquette, that is, online communication etiquette. For example, your classmates may not know who is posting a comment, so clearly identify yourself when posting to a discussion board. Furthermore, avoid using all capital letters in electronic communication, as all caps come across as shouting.

The standard netiquette for participation in networked discussion requires that all comments focus on the topic at hand, without becoming personalized, and be substantive in nature. In other words, you certainly may disagree with others, but you must do so respectfully. You may express strong beliefs or emotions, but you may not get so carried away that you lose all perspective on the course itself.

More information on netiquette, the etiquette of Internet communication, can be found at www.albion.com/netiquette.

Disability Statement

If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email at cass@utep.edu, or visit the office located in UTEP Union East, Room 106.

For additional information, please visit the CASS website at www.sa.utep.edu/cass.