

SOUTHEAST COMMUNITY COLLEGE
Division of Arts and Sciences
Humanities
Revision date: 07-01-19
[Syllabus Statements](#)

I. CATALOG DESCRIPTION

Course Number: SPCH1090
Course Name: Fundamentals of Human Communication
Prerequisite(s): Eligible for ENGL 1010
Catalog Description: This course provides theory and practice in relational communication (including self-awareness, perception, verbal and nonverbal communication, listening, communication and diversity, relationships and conflict management), small group communication (including leadership and group dynamics), and public communication (including audience analysis and adaptation, research and organizational skills, outlining, presentation skills, and designing and using presentation aids effectively). Students will perform at least three research-based oral presentations before an audience.

Credit Hours: 3.0
Class Hours: 45
Lab Hours: 0
Total Contact Hours: 45

II. COURSE OBJECTIVES: *Course will:*

- A. Apply knowledge of the communication process.
- B. Write clearly structured outlines.
- C. Demonstrate the use of effective writing skills in outlines and/or other written communications (e.g. typing, punctuation, grammar).
- D. Identify and demonstrate the verbal and non-verbal skills necessary for relational [intra/inter personal], small group, and public communication events (e.g. language, voice, gestures, and/or presentational visual aids).
- E. Research, organize, and verbally deliver a variety of speeches while ethically, effectively, and appropriately incorporating and citing information from credible sources.
- F. Respond critically to questions raised by readings and speeches.
- G. Listen to, analyze, and evaluate various types of communications within their cultural context.
- H. Explore the use of effective non-verbal and written communication principles and ethics with the use of electronic-mediated communication.
- I. Meet the General Education Learning Outcomes for oral communication.

III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES

- A. Student Learning Outcomes: *Student will be able to:*
 - 1. Explain the basic speech communication models.
 - 2. Recognize the role of the public speaker in relationship to the audience, the content of the speech and the purpose of the speech.
 - 3. Demonstrate the process of preparing and presenting speeches.
 - 4. Differentiate among and apply as appropriate for the speaking situation the various delivery methods: speaking extemporaneously (*i.e.* prepared and practiced in advance), speaking impromptu (*i.e.* spontaneously without preparation or notes), reading from a manuscript, and reciting from memory.
 - 5. Write a preparation outline and/or speaking outline including a reference list using APA or MLA citation style.
 - 6. Cite sources orally when delivering the speech.

7. Demonstrate flexibility and adaptability with the available technology in relational [intra/interpersonal], public speaking, and small group contexts.
 8. Demonstrate the appropriate use of presentational aids while speaking.
 9. Practice listening skills that assist the communication process in relational [intra/interpersonal], public speaking, and small group contexts.
 10. Critically evaluate the public discourse of others with awareness of cultural context.
 11. Demonstrate professionalism and tolerance for opposing viewpoints.
 12. Examine how communication plays a role in relationship and small group development, maintenance and dissolution.
 13. Differentiate among and apply communication principles and ethics as appropriate for electronic-mediated communication (e.g. cell-phones, email, instant messaging, social networks, and virtual teams).
 14. Differentiate among and apply communication principles and ethics as appropriate for face-to-face communication (e.g. relational [intra/interpersonal], interview, small group member, small group leader, public communication).
- B. General Education Learning Outcomes**
1. GELO #1: Oral Communication
 - Outcome: Develop a central idea for presentations.
 - Outcome: Organize information clearly and logically, in an outline format, citing sources when appropriate.
 - Outcome: Assess an audience and situation so as to adapt verbal and nonverbal messages to best meet the needs and expectations of the audience.
 - Outcome: Competently communicate messages - both verbally and nonverbally - to a variety of audience types and in a variety of situations.
 - Outcome: Utilize active and critical listening behaviors.
 2. GELO #6: Career and Life Skills
 - Outcome: Employ effective interpersonal and intrapersonal communication skills.
 - Outcome: Develop knowledge and habits that will foster physical, emotional, social, spiritual, intellectual, and environmental wellness.
 - Outcome: Develop skills that will support positive and fulfilling relationships with others.

IV. CONTENT/TOPICAL OUTLINE (*course outline may provide more detailed information*)

- A. The process of communication
- B. Relational [intra/interpersonal] communication
- C. Small group/team communication
- D. Public communication

V. INSTRUCTIONAL MATERIALS

- A. Required text(s):
 1. Communication in the Real World: An Introduction to Communication Studies, <http://open.lib.umn.edu/communication>, ISBN: 978-1-946135-07-0.
- B. Other resources:
 1. Supplemental handouts supplied by instructor.
 2. Recording media (varies by instructor, check with the instructor before purchasing: e.g. DVD, Mini DVD-R Double Sided, SD cards, VHS videotape).

VI. METHODS OF PRESENTATION/INSTRUCTION

- A. Methods of presentation typically include a combination of the following:
 1. Lectures
 3. Interactive activities, small and large group discussions, observations
 4. Recorded presentations and internet-aided instruction, guest speakers

5. Assigned readings
6. Journaling
7. Oral presentations and peer reviews

VII. METHODS OF EVALUATION

- A. Methods of evaluation typically include a combination of the following:
1. Speeches
 2. Full-Content and Presentation Outlines
 3. Critique Paper(s)
 4. Journal Entries
 5. Discussion Forums
 6. Exams
 7. Peer Evaluations
 8. Misc. Assignments

B. SCC GRADING SCALE

A+	95-100	C+	75-79	F	59 or less
A	90-94	C	70-74		
B+	85-89	D+	65-69		
B	80-84	D	60-64		

VIII. SPECIFIC COURSE REQUIREMENTS

- A. The student must present all assigned researched-based speeches to a classroom audience (or one to be approved by the instructor) to successfully complete SPCH1090.
NOTE: The final grade is a total of all class work completed and delivery of the required number of speeches, but does not guarantee an overall passing grade of the class.
- B. The student must demonstrate adequate writing skills in terms of the correct use of grammatical structuring, spelling, and typing skills; and an ability to cite sources when appropriate in the required APA or MLA format.
- C. See also the instructor’s list of class requirements and assignments.