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## Syllabus

<b>Course Title</b>	Interpersonal Communication
<b>Course and Section Number</b>	CMS-220-ONL
<b>Number of Credits</b>	3 Semester Credits
<b>Meeting Time</b>	Class meets online via Canvas
<b>Textbook Information: (e.g. title, edition, publisher, ISBN)</b>	<p>Title: Interplay: The Process of Interpersonal Communication, 16<sup>th</sup> edition.</p> <p>Author: Ronald B. Adler &amp; Russell F. Proctor</p> <p><b>ISBN-13:</b> 9780197666128 <b>DIGITAL ISBN-13:</b> 9780197666142 <b>ISBN-10:</b> 0197666124</p> <p>Link to Doane Bookstore: <a href="https://www.bkstr.com/doaneuniversitystore/shop/textbooks-and-course-materials">https://www.bkstr.com/doaneuniversitystore/shop/textbooks-and-course-materials</a></p>
<b>Additional Course Materials</b>	<p>HRDQ Interpersonal Influence Assessment Online Assessment</p> <p>*A link to this inventory will be provided on Canvas</p>
<b>Course Description</b>	<p>A focus upon the nature and influence of communicative behavior in close, personal relationships. Interpersonal communication structure and processes are explored as they relate to the development and maintenance of identities and friendships, as well as romantic and family relationships.</p>



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### Foundational Area of Knowledge

#### Rhetorical Communication

Students will use language purposely and effectively to become more thoughtful communicators, more keenly aware of what they are doing and why in each phase of the communication process. Students will work to

- analyze rhetorical context (purpose, audience, genre) and operate accordingly in oral and/or written communication
- support a clear argument with appropriate evidence and analysis in a focused and organized way
- understand effective communication as a process that involves reasoned decision making and multiple steps including planning, invention, drafting, feedback, revision, and editing.

### Course Learning Outcomes/Objectives

1. Reflect on the growth of your personal communication skills
2. Apply new communication skills to personal and professional life
3. Apply conflict resolution skills
4. Reflect on your social awareness
5. Utilize strategies for interpersonal communication
6. Discern and reflect upon your authentic self
7. Analyze barriers to effective communication

### Technology Requirements

For the successful use of Canvas please refer to Doane University's [minimum computer requirements](#). This may also include:

- Reliable computer and internet connection
- A web browser (Chrome or Mozilla Firefox)
- Adobe Acrobat Reader (free)
- Word processing software -Microsoft or Google Docs
- Webcam and mic

### Syllabus Addendum

[Addendum](#) includes information regarding:

- Academic Support
- Military Friendliness & Services
- Study Time
- Credit Hour Definition
- Catalog and Policies

### Technological Support

If you are in need of technical assistance, please contact the service center at 402-826-8411 or by email at [help@doane.edu](mailto:help@doane.edu).

### Learning Management System

Canvas: <https://doane.instructure.com>



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### Campus Network or Canvas Outage

When access to Canvas is not available for an extended period of time (greater than one entire evening - 6pm till 11pm CT) you can reasonably expect that the due date for assignments will be changed to the next day (assignment still due by midnight).

### Academic Integrity Policy

Doane University expects that a student will pursue their academic endeavors with honesty, acknowledge and adhere to the expectations and guidelines in the syllabus, follow instructions for assessments as specified by the faculty member, and ask faculty for clarification if there are any questions.

An academic integrity violation includes, but is not limited to:

- **Falsification or Fabrication:** Making any oral or written statement, which the individual knows, or should have known, to be untrue. Falsification is the alteration of information, while fabrication is the invention or counterfeiting of information.
- **Cheating:** Using or attempting to use unauthorized assistance, material, device, or a study aid in an examination or other academic work, or preventing, or attempting to prevent, another from using authorized assistance, material, or study aids.
- **Collusion and/or Complicity:** Collaborating with one or more individuals without instructor approval, on any examination, quiz, computer or laboratory work, or any other assignment or assessment. Collusion includes exchanging or facilitating the exchange of materials or ideas verbally or non-verbally. Complicity includes helping or attempting to help another student to commit an act of academic dishonesty.
- **Plagiarism:** Using the ideas, data, presentation, or language of another without specific or proper acknowledgment in academic work.
- **Multiple Submissions:** Submitting, without prior permission, academic work that has been previously submitted in identical or similar form to fulfill another academic requirement without instructor authorization.

For more information on the sanctions for academic dishonesty, please visit the [Catalog](#).

### Disability Services & Accommodations

<https://www.doane.edu/disability-services>

Doane University supports reasonable accommodations to allow participation by individuals with disabilities. **Any request for accommodation must be initiated by the student as soon as possible.** Each student receiving accommodations is responsible for his or her educational and personal needs while enrolled at Doane University.

### Anti-Harassment Policy

<https://catalog.doane.edu/content.php?catoid=10&navoid=661>



### Grade Appeal Process

[https://catalog.doane.edu/content.php?catoid=27&navoid=2780#grade\\_appeal](https://catalog.doane.edu/content.php?catoid=27&navoid=2780#grade_appeal)

### Grade Scale

A+ = 97-100% A = 94-96% A- = 90-93%  
B+ = 87-89% B = 84-86% B- = 80-83%  
C+ = 77-79% C = 74-76% C- = 70-73%  
D+ = 67-69% D = 64-66% D- = 60-63%  
F = 59% or below

### Course Preparation, & Participation

A student is expected to be prompt and regularly attend on-ground and distance learning classes in their entirety. Regular engagement is expected for on-line courses. This is a condensed, fast-paced course.

Preparation for class means reading the assigned readings and reviewing all information required for that week.

Participation in class discussions is an integral part of the overall student experience and grade.

### Late Work

All assignments are expected to be completed and submitted on time unless you discuss a late assignment with your instructor prior to the assignment due date.

### Submitting Assignments

All assignments, unless otherwise announced by the instructor, must be submitted via Canvas.

### Communication Policy including Assignment Feedback

When questions arise during this class, please remember to check these resources for an answer first:

1. Course syllabus
2. Module Instructions in Canvas

These sources may help you identify the answer before I can get back to you. Otherwise, please email me any questions or concerns that arise. I will check email daily and respond as soon as possible within 24 hours.

If you have a question about the technology being used in the course, please contact the Doane University Help Desk for assistance.

Please allow one week for feedback on assignments. Please review instructor feedback for assignments and assessments, this will help you reflect on what you have learned while receiving suggestions for improvement.



### Course Schedule

Module	A: Assignment D: Discussion		Points	Due By
Module 1	A	Netiquette Guidelines Agreement	0	
	D	Personal Introduction	20	
	A	Interpersonal Communication Skills Inventory Reflection	30	
	A	Read Presentation Guidelines	0	
Module 2	A	Cultural and Interpersonal Communication Reflection	30	
	A	Values Reflection	30	
	A	Individual Presentation Check-in #1	5	
Module 3	A	Self-Concept Inventory and Reflection	30	
	A	Begin: 4 Box Model Activity	-	
	A	Begin: Appreciative Inquiry Activity	-	
	A	Individual Presentation Check-in #2	5	



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Module 4	D	The Impact of Language Discussion	25	IP: PR:
	D	Nonverbal Communication Discussion	25	IP: PR:
	A	Finish: 4 Box Model Activity	30	
	A	Individual Presentation Check-in #3	5	
Module 5	A	Begin: Mindful Listening Reflection	-	
	D	Expressing Emotions Discussion	25	IP: PR:
	A	Finish: Appreciative Inquiry Activity	30	
	A	Individual Presentation Check-in #4	5	
Module 6	A	Relationship Reflection	30	
	A	Communication in the Family Reflection	30	
	A	Finish: Mindful Listening Reflection	30	
	A	Individual Presentation Check-in #5	5	
Module 7	D	Communication Climate Discussion	25	IP: PR:
	D	Assertive Communication Discussion	25	IP: PR:



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	A	Individual Presentation Check-in #6	5	
	A	Begin: Interpersonal Influence Assessment & Reflection	-	
Module 8	D	Interpersonal Communication Individual Presentation	50	
	A	Finish: Interpersonal Influence Assessment & Reflection	30	
		<b>Total Points Possible</b>	<b>525</b>	