

**INTERPERSONAL COMMUNICATION
PSYC-3480-050, Fall Term 2017**

Course Professor: Dr. Wendy L. Josephson

Office: 4L44 *Telephone:* 204-789-1422 *FAX:* 204-774-4134

e-mail: w.josephson@uwinnipeg.ca

Please use your University Webmail account or Nexus to contact me.

Office Hours: any mutually convenient time, by appointment

COURSE TEXT: Adler, R.B., Rolls, J.A., & Proctor, R.F.II (2018). *Look: Looking Out, Looking In (3rd Canadian Ed.)*. Toronto, ON: Nelson Education Ltd.

CALENDAR DESCRIPTION: PSYC-3480 INTERPERSONAL COMMUNICATION

This course emphasizes the multilevel communication processes that underlie and support social interaction and relationship formation and change. Special attention is given to the differences and connections between verbal and nonverbal communication and to the rules and rituals of social interaction in everyday life. The methodologies basic to the understanding of communication processes are also stressed. **PREREQUISITES:** PSYC-2400 or permission of instructor.

COURSE FORMAT: The course will follow a lecture-discussion format, with in-class activities and student participation opportunities introduced regularly. It is important that students participate fully and come to class well prepared, with their reading and assigned background work completed.

COURSE REQUIREMENTS:

1. Weekly quizzes (45%): There will be a 15-minute weekly quiz at the beginning of most classes, requiring students to match concept names or terms used in the assigned reading for that week with their correct descriptors or definitions. There will be 10 of these matching quizzes, worth 5 marks each; the highest 9 of these 10 will be counted toward your mark. On October 16, when Take-Home Test 1 is due, there will be no quiz on the assigned reading. However, there will be an extra quiz on that week's reading the following week. On November 13, when Take-Home Test 2 is due, there will be no reading assigned and therefore no quiz. The dates of quizzes are included in the course schedule on page 4. You may not use dictionaries or electronic translators for writing quizzes. You will not be required to produce your student ID card as identification at quizzes.

2. Take-Home Tests (45%): Understanding of more complex course content and your ability to apply concepts to new situations will be tested with three take-home tests, each worth 15% of your grade in the course:

- Test 1 handed out on **October 2** -- Due at the beginning of class **October 16**
- Test 2 handed out on **November 6** -- Due at the beginning of class **November 13**
- Test 3 handed out on **December 4** – Due at 6:00 PM **December 11**

Take-home tests **must be text processed in 11- or 12-point font, be double-spaced, and include page numbers. A hard copy must be handed in, on time.** (See the note below about late penalties for tests.) If you refer to an article, textbook chapter, website, blog, or other source of information or ideas (other than class lectures), you must document your sources. You may use any reference format, as long as the source could be located from the information provided.

3. Participation (10%): To reward full participation in this course, students will receive 10% of their grade based on participation. To receive full credit for participation in the in-class activities, students must be present for the entire activity and be an active participant in the activity. To receive full marks for out-of-class activities, students must hand in the required work on time. (Normally this will be at the beginning of the next class.) There will be 15 participation opportunities, so each will be worth 2/3 of a mark. One or two additional opportunities will be made available for students to do in place of an activity they have missed.

****Notes on Failure to Complete Course Requirements at the Scheduled Time:**

If students do not write a quiz at the scheduled time, they will normally be assigned a grade of 0 on it. If students do not hand in a take-home test on time, they will lose 5 marks for every day it is late. Papers handed in more than 20 minutes late on the due date will lose 3 marks.

However, if circumstances beyond students' control make it impossible or impose undue hardship for them to complete a quiz or hand in a test at the scheduled time, they may appeal for a deferral. Normally, such circumstances include illness, injury, or adverse personal circumstances. If such unfortunate events occur, please **contact me as soon as possible and provide documentation regarding the circumstances that made the appeal necessary.** In the case of illness or injury, this would be a letter, memo, or certificate from a physician or other health practitioner, on official letterhead, and should indicate that you were examined **on or before the scheduled date** of the quiz or the test due date. It should state the professional opinion that you were not able to attend class or complete the quiz or test on the scheduled date. Illness or affliction of your child, or others dependent on you for care or support, are considered to be valid reasons, but such circumstances must also be documented. Documentation is also needed for adverse personal circumstances (e.g., a letter on appropriate letterhead from a counsellor, religious advisor, lawyer, undertaker, etc.). To minimize the intrusion of this process into your privacy, **please note that I do not need to know your diagnosis or other details of the illness, disability, or personal circumstances.** If you are in a situation for which you are not certain what kind of documentation would be acceptable, please contact me for advice.

GRADING:

Grades at the University of Winnipeg are awarded by the Academic Standards and Misconduct Committee of the University Senate, based on the grade recommendations submitted by the course professor. Prior to their review by Academic Standards, grade distributions are also reviewed by the Psychology Departmental Review Committee. Grades should therefore be considered tentative until they are officially released to you by the University, since they could be revised in either direction (by either committee or by me, if required) for the sake of maintaining academic standards.

| <u>Category of Achievement</u> | <u>Letter Grade</u> | <u>Total Points</u> |
|--------------------------------|---------------------|---------------------|
| Excellent | A+ | 96 -100 |
| | A | 91 - 95 |
| | A- | 86 - 90 |
| Superior | B+ | 81 - 85 |
| | B | 76 - 80 |
| Slightly Above Average | C+ | 70 - 75 |
| Average | C | 60- 69 |
| Marginal Pass | D | 50- 59 |
| Failure | F | less than 50 |

Fractions of $\frac{1}{2}$ or greater on the final mark total will be rounded up to the next highest whole number, for purposes of assigning the letter grade.

OTHER IMPORTANT INFORMATION:

- Important course announcements, grades, Power Point lecture outlines, and other useful information will be posted on Nexus. Please check it frequently to make sure you receive all the necessary information about the course. <https://nexus.uwinnipeg.ca/>
- Students should read the University of Winnipeg Calendar information on appeals, withdrawal from courses, and academic misconduct (e.g., cheating, plagiarism) at <http://www.uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>
- All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect
- Students with documented disabilities or medical conditions (temporary or chronic) requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., access to volunteer note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential. <http://www.uwinnipeg.ca/accessibility>
- Students may choose not to attend classes or write exams on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work and/or examinations without penalty. A list of religious holidays is posted at: <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>
- Electronic devices such as cell phones should be silenced during class, and must be turned off and put away during quizzes.

COURSE SCHEDULE

| <u>DATE</u> * | <u>TOPIC</u> | <u>ASSIGNED TEXT CHAPTERS</u> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| September 11 | Introduction to the Course | 1 |
| September 18 | Communication and the Self (QUIZ, chapter 2) | 2 |
| September 25 | Perception and Communication (QUIZ, chapter 3) | 3 |
| October 2 | Emotions and Communication (QUIZ, chapter 4) Take-Home Test 1 handed out | 4 |
| NOTE: NO CLASS OCTOBER 9 (THANKSGIVING; READING WEEK is October 9-13) | | |
| October 16 | Language Take-Home Test 1 due at the beginning of class | 5 |
| October 23 | Nonverbal Communication (QUIZZES, chapters 5 & 6) | 6 |
| October 30 | Listening (QUIZ, chapter 7) | 7 |
| November 6 | Communication and Interpersonal Relationships Dynamics (QUIZ, chapter 8) Take-Home Test 2 handed out | 8 |
| NOTE: NOVEMBER 10 is the last day for course withdrawal without academic penalty. [Please note that withdrawing from a course will not result in a fee refund unless you withdraw by September 18 https://www.uwinnipeg.ca/registration/docs/withdrawal-schedule-fw.pdf] | | |
| November 13 | Language Support Practices for Children Take-home Test 2 due at the beginning of class | no assigned reading |
| November 20 | Communication Climates (QUIZ, chapter 9) | 9 |
| November 27 | Conflict Management (QUIZ, chapter 10) | 10 |
| December 4 | Family Communications (QUIZ, whole course) Take-Home Test 3 handed out | no assigned reading |
| Take-Home Test 3 due at 6:00 PM December 11 | | |

* Circumstances may necessitate a change of date for class coverage of topics. In exceptional circumstances, one or more topics listed above may not be covered, in which case students will be notified in class and via Nexus.