

## SPCH 16 – Interpersonal Communication

**Instructor:** Brandon Gainer  
**Times:** Fully Online Course

**Prerequisites:** ENG 1A/1AH

Fulfills IGETC Area 1B: Critical Thinking /English Composition  
 Fulfills CSU GE Area A3: Critical Thinking



### Instructor Contact Info

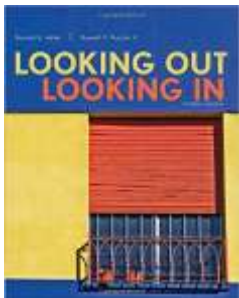
[gainerbrandon@fhda.edu](mailto:gainerbrandon@fhda.edu)  
 Phone: 408.864.8802  
 Office: F31-E / MLC 210

### Office Hours

**Wed.:** 2:00-3:25 [Online;  
via Canvas]  
**Thurs.:** 2:30-4:00pm [MLC  
210]  
6:30-7:30 PM [F31E]

### Course Materials

Below is the primary text  
for the course



Adler, R.B. & Proctor, R.F.  
*Looking Out, Looking In*  
 (15<sup>th</sup> edition)

**Please note that while you may be able to get by with older editions, you're held responsible for material in the 15<sup>th</sup> edition.**

### Course Overview

Welcome to SPCH 9! This course studies argumentation and critical thinking in the context of reading, discussion, & writing. We will be studying argumentation as a means of testing the validity of viewpoints through inquiry and reasoning. Ultimately, we aim to establish both reasonable and defensible arguments while addressing and resolving differences.

This is not a course in oral communication (SPCH 1) or a debate course (SPCH 8). While we incorporate aspects from both classes and will examine verbal arguments, we do focus primarily on writing. My hope is that you leave this class a much stronger and focused writer than you were when you entered.

### SPCH 16 Student Learning Outcomes

By the end of the course, students will be able to:

1. Develop increasing communication competence in building & maintaining relationships by adapting to other people, the goals of the speaker, and the requirements of the interpersonal communication context (e.g. cultural, social, & business).
2. Demonstrate increasing confidence in the ability to use a range of speaking, listening, and collaboration skills.
3. Evaluate & assess the effectiveness of interpersonal communication through self-reflection & shared feedback.

### Succeeding in an online SPCH 16 course

- ✓ Give yourself ample time to complete assignments: Finishing them a few hours before rarely works out well.
- ✓ Try to work in a distraction-free environment when possible.
- ✓ If possible, set aside a consistent block of time each week you use to work on your online classes.
- ✓ Don't obsess over being perfect: So much of this class's richness arises from a free-flowing, and sometimes "messy" discussion.
- ✓ Be an active participant online! Posting a comment can often spark ideas or discussion that helps build community.

## Course Policies:

### **A Foreword Regarding Technology**

Online courses can be a challenge for many, thus I will do what I can to ease the process and resolve any issues within my control (assignments not showing up, being unable to access documents, etc.). Regardless, discomfort or unfamiliarity with technology, or technical difficulties (software, hardware, or Wi-Fi issues) will not be an acceptable excuse for late or incomplete work in this course. If you experience issues with Canvas, contact their technical support at 1-844-592-2207.

### **How the Course Works**

Although this is an online course, it is not to be mistaken for a correspondence course (where all materials are provided and you have until the end of the term to complete them). This course requires you to log on regularly and complete assignments, discussions and other materials. While I have set up assignments each day, you do have the flexibility to work ahead as long as you complete items by the due dates.

**Attendance:** Failure to log in and complete the assignments during the first week of the session will result in being dropped from the course. As the quarter progresses, more than two weeks of inactivity (not responding to discussion posts or logging in) may result in being dropped from the course.

**Assignment Help:** If you are unclear on the expectations of an assignment, don't hesitate to ask! If you need an in-depth explanation, it's best to schedule an appointment during office hours to discuss it. However, keep in mind that I will not proofread or edit an assignment for you. Additionally, I do not respond to any e-mail inquiries regarding how to "do" an assignment within 24 hours of its due date: By that point, I'm expecting you to utilize your critical thinking skills and have confidence in your ability to figure it out.

**Contacting the Instructor:** I am accessible via e-mail, office hours, or by phone. Remembering the following will ensure smooth communication between both of us:

- Putting your name, the course and its time helps me recognize your e-mail faster.
- After 8 PM on weekdays, I generally do not answer e-mails. My response time on the weekends is much slower
- If I haven't responded to your e-mail within 24 hours (on a weekday) feel free to give me a nudge

**Submitting Assignments:** All assignments, unless specified otherwise, will be submitted through Canvas and are generally due by 11:59 PST on the respective date (see the course calendar for specific deadlines). Also:

- For assignments requiring a file submission, please only use .doc, .docx, or .rtf format: I will not accept the assignment otherwise.
- Unless I explicitly request it, please do not e-mail me an assignment.
- Any edits to an assignment done after the due date will count as a late submission.

**Late Work:** Late work is penalized up to 50% after the first day and not accepted beyond that. Additionally, late submissions receive significantly less, or no feedback.

**Academic Honesty:** Instances of academic misconduct (e.g. plagiarism, cheating, submitting work from another course) will result in disciplinary action which may include recommendation for dismissal and a failing course grade. Further information on the college's academic integrity policy can be found [here](#).

**Accommodations:** Please notify me as early as possible in the term to discuss course accommodations needed due to medical or other conditions.

## Student Resources

- [Writing & Reading Center](#)  
Half-hour and drop-in sessions for help on essays
- [Smart Thinking](#)  
For practice in presentation skills

### Assignment List

Guidelines for each assignment will be posted online via Canvas.

Category	Assignment Name	Point Total
<b>Essays</b>	Essay #1 - Shifting Perspectives	25
	Essay #2 - Advice Columnist	50
	Essay #3 – Improving Communication Climates (2 parts)	90
<b>Online Postings</b>	Weekly Discussion Postings & Responses	150
<b>Applied Communication</b>	Student Info Sheet	5
	Interpersonal Collage	30
	Nonverbal Comm. Practice	20
	Listening Diary	15
	Johari Window Exercise	10
<b>Quizzes</b>	Chapter Quizzes (10 points each)	90
<b>Total</b>		<b>500 points</b>

Point Scale
A = 500-470
<b>A-</b> = 469-450
<b>B+</b> = 449-435
<b>B</b> = 434-420
<b>B-</b> = 419-400
<b>C+</b> = 399-385
<b>C</b> = 384-350
<b>D+</b> = 349-335
<b>D</b> = 334-320
<b>D-</b> = 319-300
<b>F</b> = 299 and below

### Regarding Assignments

- There are a total of 185 points worth of discussions in the course. However, only the first 150 are calculated into your final grade: This means that you can miss roughly 3 discussions without your final grade being affected.
- While there are 11 quizzes total in the course, your lowest 2 scores are dropped. Thus you can effectively miss two quizzes without your final grade being affected.
- Extra credit will be offered throughout the course. The easiest way to get a good grade in the course, however, is to stay on top of your work and meet deadlines, rather than relying on extra credit to boost your score at the end.

In an online course, it's understandable that everyone is working on a different schedule due to outside commitments. Still, if you are able, try to stay **ahead** on your work. It's easy to fall behind on discussions and assignments if one is not diligent about time management.

**Tentative Course Calendar**

Any changes to topics, readings, and/or due dates will be announced on Canvas.

<p><b><u>Week 1 (4/10-4/14) – Interpersonal Communication: A First Look (Chapter 1)</u></b></p> <p><b>DUE 4/12:</b> Describing your Interpersonal Relationships (Initial Post)  <b>DUE 4/14:</b> Student Info Sheet; Icebreaker Forum; Quiz #1</p>
<p><b><u>Week 2 (4/17 – 4/21) – Communication &amp; Identity (Chapter 3)</u></b></p> <p><b>DUE 4/19:</b> Ego Boosters &amp; Busters (Initial Post)  <b>DUE 4/21:</b> Ego Boosters &amp; Busters (Responses); Quiz #2</p>
<p><b><u>Week 3 (4/24-4/28) – Perception (Chapter 4)</u></b></p> <p><b>DUE 4/26:</b> Perception Checking Practice; Self-Concept: Presenting &amp; Perceived Self  <b>DUE 4/28:</b> Climate Essay (Part 1); Interpersonal Collage; Quiz #3</p>
<p><b><u>Week 4 (5/1-5/5) – Nonverbal Communication (Chapter 7)</u></b></p> <p><b>DUE 5/5:</b> Nonverbal Communication Practice; Quiz #4</p>
<p><b><u>Week 5 (5/8-5/12) Listening: More than Meets the Ear (Chapter 8)</u></b></p> <p><b>DUE 5/10:</b> Listening Diary  <b>DUE 5/12:</b> Shifting Perspectives Essay; Quiz #5</p>
<p><b><u>Week 6 (5/15-5/19) Language: Barrier and Bridge (Chapter 6)</u></b></p> <p><b>DUE 5/17:</b> Language Analysis in Media (Initial Post); Practicing “I” language (Initial Post)  <b>DUE 5/19:</b> Language Analysis in Media (Replies); Practicing “I” language (Replies); Quiz #6</p>
<p><b><u>Week 7 (5/22-5/26) Communication &amp; Relational Dynamics (Chapter 9)</u></b></p> <p><b>DUE 5/24:</b> Your Relational Stage; Relational Dialectics  <b>DUE 5/26:</b> Social Exchange; Quiz #7</p>
<p><b><u>Week 8 (5/29 – 6/2) Thinking, Feeling, Communication (Chapter 5)</u></b></p> <p><b>DUE 5/31:</b> Recognizing your Emotions  <b>DUE 6/2:</b> Advice Columnist Essay; Quiz #8</p>
<p><b><u>Week 9 (6/5-6/9) Communication in Close Relationships (Chapter 10)</u></b></p> <p><b>DUE 6/7:</b> When Disclosure Works (Or Backfires)  <b>DUE 6/9:</b> Quiz #9</p>

**Week 10 (6/12-6/16) Improving Communication Climates (Chapter 11)**

**DUE 6/14:** Interpreting Behaviors (Initial Post)

**DUE 6/16:** Interpreting Behaviors (Responses); Defensiveness Feedback; Quiz #10

**Week 11 (6/19-6/23) Managing Interpersonal Conflicts (Chapter 12)**

**DUE 6/21:** Conflict in Media (Initial Post)

**DUE 6/23:** Addressing Interpersonal Conflicts; Analyzing Conflict in Media (Responses); Quiz #11

**FINALS WEEK**

**DUE 6/29:** Communication Climate Essay (Part 2)