



DEPARTMENT OF HUMAN SERVICES
COURSE OUTLINE – CD 2080 A3
INTERPERSONAL COMMUNICATIONS II
Winter 2012

INSTRUCTOR: Tanya Ray **PHONE:** 780-539-2043
OFFICE: H130 **E-MAIL:** tray@gprc.ab.ca

Tuesday 12:00-2:00
OFFICE HOURS: OR by appointment

PREREQUISITE(S)/COREQUISITE: Successful completion of first year or consent of the Department

REQUIRED TEXT/RESOURCE MATERIALS:

Adler, R.B., Proctor, R.F., Towne, N., and Rolls, J. A. (2008) Looking Out Looking In. (3rd Canadian ed.). Scarborough, On: Nelson Thomson Learning.
Links to articles will also be presented during class or placed on Moodle.

CALENDAR DESCRIPTION: This course further explores the interrelationship between self concept, self awareness and communicative processes. Strategies for dealing with stress are examined.

CREDIT/CONTACT HOURS:
2 credits (30 hours)

DELIVERY MODE(S): Course work includes lectures, class discussions, and group work.

OBJECTIVES:

1. The learner will gain increasing insight into the relationship of self-awareness and communicative processes.
2. The learner will demonstrate an understanding of the importance of self-concept and interpersonal relationships.
3. The learner will explore the relationship of appropriate self-disclosure to effective relationships and examine appropriate situations in which to self-disclose.
4. The learner will demonstrate an understanding of stress and its positive and negative influences on job performance and personal well-being.
5. The learner will become acquainted with strategies to manage stress.
6. The learner will become acquainted with and implement strategies for identifying and resolving conflict in the workplace.
7. The learner will understand various group process theories.
8. The learner will become knowledgeable about, and practice skills in being effective in working with groups.

TRANSFERABILITY:

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.

GRADING CRITERIA:

COURSE EVALUATION:

- Reflection Exercises/in class learning Activities - 30%
- Attendance /participation* - 10%
- Assignment(s) - 40%
- Quiz - 20%

(Assignment guidelines will be handed out in class)

***Class participation is based on the student's contribution to the class, including attendance, involvement in discussions, posing and responding to questions, and general enthusiasm.**

GRADING POLICY: Check your student handbook for program information on minimal pass requirements.

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A+	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A–	3.7	80 – 84	FIRST CLASS STANDING
B+	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B–	2.7	70 – 72	
C+	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C–	1.7	60 – 62	
D+	1.3	55 – 59	MINIMAL PASS
D	1.0	50 – 54	
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

EXAMINATIONS: There is no final exam for this course.

STUDENT RESPONSIBILITIES:

Students are advised to familiarize themselves with Grande Prairie Regional College's Academic Regulations regarding Student Conduct as described in the College Calendar. Pay particular attention to the regulations on Cheating and Plagiarism.

The following responsibilities are highlighted as they apply directly to classroom climate.

It is your responsibility to arrive on time. Late arrivals are disruptive to classes. If you do arrive late, minimize your disruption of the class by sitting in the first available seat next to the door, taking out your materials quietly and getting to work. Do not disrupt the class by making your way to your usual seat or by asking classmates what you have missed. It disrupts the class's learning as attention is shifted from class content to addressing your needs.

It is your responsibility to attend all classes. The importance of attendance cannot be overemphasized. Learners cannot benefit from active learning strategies if they are not present and the class is denied the participation and input of one of their valued peers. If you must be absent from a class, it is your responsibility to obtain missed material from classmates. I will also post PowerPoints on the Moodle section of this class. If you need further explanation after having reviewed this material, the instructor will be available to you.

As 30% of your grade comes from in class assignments/activities, attendance is crucial. Should you miss more than 1/3 of the classes you will receive a zero for that part of your grade.

It is your responsibility to participate and request clarification. Active participation will facilitate student learning. Student responsibility for requesting clarification reflects the instructor's recognition that students are responsible for their own learning. Only you know when you need help.

Cell Phones: Cell phones are disruptive and should only be used in emergency situations. Texting is NOT allowed during class.

STATEMENT ON PLAGIARISM AND CHEATING:

Refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at www.gprc.ab.ca/about/administration/policies/**

**Note: all Academic and Administrative policies are available on the same page.

COURSE SCHEDULE/TENTATIVE TIMELINE:

DATE	TOPIC	
Thursday, January 5	Introduction Review of Interpersonal Skills and Perception	
Tuesday, January 10	Review of Interpersonal Skills and Perception	
Thursday, January 12	Self-esteem, Self-concept & Self Disclosure	Chapter 8 Looking Out Looking In
Tuesday, January 17	Conflict Management	Chapter 9 & 10 Looking Out Looking In
Thursday, January 19	Conflict Management	Chapter 9 & 10 Looking Out Looking In
Tuesday, January 24	Group Dynamics	Readings, handouts, websites
Thursday, January 26	Working in Groups	Readings, handouts, websites
Tuesday, January 31	Working in Groups	Readings, handouts, websites
Thursday, February 2	Identifying Stress	Readings, handouts, websites
Tuesday, February 7	Stress Management	Readings, handouts, websites
Thursday, February 9	Coping with Stress	Readings, handouts, websites
Tuesday, February 14	Catch up/Review	
Thursday, February 16	Quiz	