

Grande Prairie Regional College  
Department of Nursing Education and Rehabilitation Services

Communications 105 -- Course Outline -- <sup>Fall</sup>~~Winter~~ 1991

**Instructor:**

**Rick Erlendson**

Office - H226

Phone - 539-2896 (957-2127 - HM)

Office hours: by appointment before or after class/ OR  
Monday and Tuesday afternoons 2 - 4 p.m.

**Texts Required:**

- Norton and Green: **The Bare Essentials Form B**. (Second Edition), Holt, Rinehart, and Winston. [Please purchase only after indication from instructor.]
- Various articles, stories, handouts, etc. provided by the instructor.

**Course Description**

Communication 105 is a course which has developed out of the recognition that effective communication skills are essential. The course focuses on communication in its various forms, with an expectation that, through learning and practice, students will improve in their ability to communicate, and thus enhance their effectiveness in their profession.

Therefore, the primary objective of this course is the improvement of written and oral communication skills.

**Other Objectives Include:**

- 1.) To increase awareness of the role that good communication has in our lives, both personal and professional.
- 2.) To investigate and practice means by which our communication skills might be improved.
- 3.) To demonstrate correct use of English through oral and written exercises.
- 4.) To correctly adhere to APA standards in written work.
- 5.) To learn, to express ideas, information, and opinions in writing which is cohesive, clear, and concise.
- 6.) To learn to read more critically in order to interpret, analyse, and comprehend various forms of writing.

- 7.) To effectively communicate opinions, ideas and arguments through the use of a response journal, group and class discussions, debates and extemporaneous speeches.
- 8.) To increase original thinking, vocabulary, and various other aspects of both oral and written communication.
- 9.) To develop your ability to:
  - respond to literature
  - write with purpose
  - examine values expressed through literature
  - comprehend what you read through understanding the author's purpose, making inferences, and understanding allusions and symbolism
  - utilize pre-writing strategies
  - organize and develop meaning in your writing
  - revise your writing
  - recognize listening as an active process
  - assess the validity of the message presented
  - speak easily, clearly and effectively
  - function effectively in a group

**Assignments:**

● Journal entries in a response journal.	30%
● Writing file (consisting of a variety of writing as assigned over the course of the semester)	30%
● Oral presentations	20%
● Class participation	10%
● Final Exam	<u>10%</u>
	<u>100%</u>

**Final Exam dates:**

Nursing Students	-- Wednesday, December 11 (during the final class)
Rehab. Students	-- Tuesday, December 10 (during the final class)