

GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF COMMUNITY REHABILITATION
"MAKING A DIFFERENCE"

W.02

RP1203 INTERPERSONAL COMPETENCE COURSE OUTLINE

WINTER, 2002 January 3 - April 12

CREDIT: 3 Credits (45 Hours)

CLASS TIMES: M & W 1:00 - 2:20 p.m. Room E304

INSTRUCTOR: Betty Barton OFFICE: H229

OFFICE HOURS: Monday 8:30 – 10:00 a.m., Tuesday 1:00 – 2:30 p.m.,
Thursday 10:30 – 12:00 noon

PHONE: 539-2892 E-mail: barton@gprc.ab.ca

PREREQUISITE(S): None

COURSE DESCRIPTION:

Through this course the student will develop basic skills and awareness in interpersonal communication and behavior for application in one's personal and professional life. The course requires commitment to self-examination, openness about one's own communication behavior, and an orientation towards personal growth and change.

REQUIRED TEXT:

Wood, J., Sept, R., and Duncan, J. 1998. Everyday Encounters: An Introduction to Interpersonal Communication, expanded first Canadian edition. Toronto, Ont. ITP Nelson.

CLASS FORMAT:

Classes will involve a mixture of lecture, discussion, role playing, small group and class activities. Student participation is an essential element for success in this course.

COURSE OBJECTIVES:

Students will

1. Define and discuss interpersonal communication and its components.
2. Recognize the role and implication of culture and gender on communication.
3. Apply self-evaluation to strengthen interpersonal communication effectiveness.
4. Discuss the characteristics and development of self-concept; demonstrate understanding of the impact of self-concept on communication; develop strategies for improving self-concept.
5. Demonstrate understanding of the role of perception in communication and the influences of communication on perceptions; develop effective communication strategies to minimize misunderstandings.
6. Demonstrate understanding of the ambivalence of word and language usage; develop skills for overcoming troublesome language.
7. Demonstrate knowledge of types and characteristics of non-verbal communication; develop strategies for improving nonverbal communication.
8. Discuss the process of listening and the application of effective listening skills according to the situation.
9. Discuss the elements of interpersonal relationships; demonstrate knowledge of strategies for sustaining healthy relationships.
10. Demonstrate recognition of the importance of positive communication climates, the factors that impact communication climates and develop skills for creating and sustaining healthy climates.
11. Identify the nature and styles of conflict and conflict resolution.
12. Develop knowledge of the nature and growth of friendships and the role of communication in these relationships.
13. Explore communication dynamics in committed romantic relationships.

STUDENT EVALUATION:

1. Assignments 50%

Students are required to complete five (5) Communication Skills assignments. Detailed instructions for the completion of each assignment will be distributed as the relevant material is covered in class.

All assignments must be typed or neatly and legibly handwritten. Marks will be deducted for messiness, poor legibility, disorganization, or improper language usage.

No more than one resubmission opportunity per assignment will be provided. The maximum grade on a resubmission is 80%. Resubmissions must be in within one week of the return date.

2. Tests 50%

Unit I Chapters 1 – 5 25% February 19, 2001

Unit II Chapters 6,7,8,10,11 25% Week of Final Exams

Group Rewrite

The first Unit Test will be returned to students with percentage grades but with no feedback or corrections. Students will **not** be told which answers are right and which are wrong.

Students will be grouped with classmates whose grades are similar. Group members will discuss the test questions and change their answers if they choose. Tests will be resubmitted, remarked and returned. Students will be awarded the original grade or the new grade, whichever is higher. The maximum increase on any grade will be one stanine with a percentage increase of no more than 10%.

STUDENT SUPPORT

The Writing Centre is available to assist students with written assignments. It is located in room C311A.

GRADES:

9	90-100%	8	80-89%
7	72-79%	6	65-71%
5	57-64%	4	50-56%
3	45-49%	2	26-44%
1	0-25%		

In order to obtain credit for this course, students must achieve a minimum of 57% or a 5.

RULES AND REGULATIONS

1. Attendance – Studies have found a correlation between attendance and final grades. Students will be held accountable for lectures delivered, readings assigned, handouts (**including assignments**) and for any announcements that are made in class. If a student is unable to attend a particular class, it will be her/his responsibility to find out what was missed.
2. Assignments must be submitted by 4:30 p.m. on or before the date they are due. Late assignments will be penalized at a rate of 5% per day. For instance, an assignment given a grade of 75% would be awarded 70% one day past the deadline, 65% two days past the deadline, and so on. **Unless arrangements are made with the instructor, assignments will not be accepted after more than five days late.**

Extensions may be granted for exceptional circumstances if the request is made prior to the date the assignment is due and stating, in writing, the date the assignment will be submitted.

3. Any student not able to write a test or exam on the date scheduled must speak with the instructor **BEFORE** the scheduled test indicating the reasons he/she is unable to do so. The instructor reserves the right to determine the validity of the reason. Should it be agreed that the absence will be excused, an alternate date will be set. If the student fails to write on the alternate date, a grade of zero will be assigned. **Only one alternate date per exam, not per student, will be set.**
4. **Rights and Responsibilities:** Please familiarize yourself with pages 36 to 40 of the Grande Prairie Regional College 2001-2002 Calendar.

**RP1203 Tentative Class Schedule
Winter 2002**

DATES	TOPIC	READINGS	ASSIGNMENT DUE
Jan. 7, 9, 14	Course Outline, Overview Needs and Role of Communication	Ch.1 pp. 3-39	
Jan. 16, 21	Self-Concept and Communication	Ch.2 pp. 41-68	
Jan. 23, 28, 30	Perception and Communication Process Recording Format	Ch.3 pp. 69-92	Jan. 28 - Changing Your Self Concept
Feb. 4, 6	Word Usage and Meaning in Communication	Ch.4 pp. 93-120	Feb. 6- Perception Check
Feb. 11, 13	Nonverbal Communication	Ch.5 pp 121-145	Feb. 13- "I" Language
Feb. 18, 20	Unit Test and Rewrite		
Feb. 25-Mar. 1	Winter Break		
Mar. 4, 6	Mindful Listening	Ch.6 pp 147-175	
Mar. 11, 13, 18	Communication Climate	Ch.7 pp 179-205	
Mar. 20, 25	Managing Conflict in Relationships	Ch.8 pp 207-235	Mar. 25- Defensive / Supportive Language
Mar. 27, Apr. 1	Friendship and Communication	Ch.10 pp 271-296	Apr.1- Clear Message
Apr. 3, 8	Romantic Relationships	Ch.11 pp 297-327	
Apr. 10	Review		