

GRANDE PRAIRIE REGIONAL COLLEGE  
DEPARTMENT OF REHABILITATION SERVICES

RP1203 INTERPERSONAL COMPETENCE

WINTER 1999 - January 6 - April 15, 1999

CLASS TIMES:           Tuesday    11:00 - 12:20  
                              Thursday   11:00 - 12:20

CLASS LOCATION:       D213

INSTRUCTOR:           Marsha C. Zalik

OFFICE:                 H230

OFFICE HOURS:         Monday    10:00 - 11:20  
                              Friday     10:00 - 11:20

PHONE:                 539-2894

PREREQUISITE(S):     none

**COURSE DESCRIPTION:**

This course develops awareness and skills in interpersonal communication. It emphasizes self-understanding and awareness as a platform from which to build effective interpersonal communication skills.

The course requires commitment to self-examination, openness about one's own 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.

Readings from other sources may be assigned during the course. If so, these reading will be placed on reserve in the library.

**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. Discuss the characteristics and development of self-concept, demonstrate understanding of the impact of self-concept on communication and develop strategies for improving self-concept.
3. Demonstrate understanding of the role of perception in communication, the influences on perceptions and develop effective communication strategies to minimize misunderstandings.
4. Recognize the role and implication of culture and gender on communication.
5. Effectively use self-evaluation to strengthen interpersonal communication effectiveness.
6. Demonstrate understanding of the ambivalence of word and language usage and 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 elements of interpersonal relationships and demonstrate knowledge of strategies for sustaining
9. Demonstrate recognition of the importance of positive communication climates, the factors that impact communication climates and develop skills for creating and sustaining healthy climates.
10. Identify the nature and styles of conflict and conflict resolution.
11. Recognize how organization for which we work serve as a context for communication in the workplace.
12. Demonstrate basic understanding of group process and identify strategies for improving communication in groups.
13. Develop knowledge of interview structures and skills for successful interviews.

## 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 75%.

### 2. Tests and Exams 50%

There will be two (2) unit tests and a final exam. Material from the third unit will be examined in the comprehensive final during exam week.

30% Each unit test quiz will be worth 15% of the final grade.

25% The final exam will cover material from the entire course.

#### Group Rewrites

Unit Tests 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. Groups will work together to correct the exams and improve the grades. 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%.

**NOTE:** Students who have maintained a grade of 80% or better on all unit tests quizzes may choose to write only a 15% final unit test. In this case, all unit tests would be weighted equally.