

## Interpersonal Communication Spring 2021

Dr. Kim McCall Office Hours: MWF 1:45-2:45

Office: Rolfs 211A

Class meets via Zoom MWF 12:50-1:40 from Jan 11- April 21

Email: [mccall@ufl.edu](mailto:mccall@ufl.edu) ( fastest way to get a response is to email me directly versus using Canvas)

Lead TA	Cameron Lathan	email	cameronlathan@ufl.edu
TA	Albert Aguila	email	albert.aguila@ufl.edu
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TA	Samantha Dickson	email	sdicker@ufl.edu
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### LECTURES, READINGS, AND ASSIGNMENTS

Week 1 (Jan 11): Course Introduction and Nature of IPC ch 1.

Week 2 (Jan 18): (NO class Monday)

Nature of Interpersonal Communication

Week 3 (Jan 25): Listening ch. 7

Pick Groups and Discuss Final Project

Week 4 (Feb 1): Self Concept: Development and Maintenance ch. 3

Extra Credit 1 due Friday Feb 5 (ch 1,3,4,7)

Week 5 (Feb 8 ): M Perception ch. 4

W Exam 1 on Wednesday Feb 10 (covers chs 1,3,4,7)

F Activity

Week 6 (Feb 15): Relational Development all week ch. 9

Week 7 (Feb 22): M Verbal versus Nonverbal Comm and Gesture ch. 5,6

W Gesture cont'd

F Work in groups (decide which 7 concepts from the book each person will do-need 21 different concepts) Email list to TA

Week 8 (Mar 1): M Space

Extra Credit for Exam 2 due Monday Mar 1 (ch 2,5,6,9)

W Touch

F Activity

Week 9 (Mar 8) M Culture and discuss Intercultural Paper ch. 2

W Group Work/Activity

F Exam 2 Friday Mar 12 (covers chs 2,5,6,9)

Week 10 (Mar 15): M Intimacy and Communication Climate ch. 12

W Intimacy and Communication Climate Cont'd

F Intercultural paper due Friday Mar 19

In class, everyone take turns describing the person they interviewed and the cultural differences they found.

Week 11 (Mar 22): M Conflict and Negotiation chs. 10, 11

Monday Extra credit for Exam 3 is due (chs. 10,11,12)

W NO CLASS- Relaxation Day

F Conflict and Negotiation

Friday Mar 26 Turn in Group checklist of specific Concepts-First Draft-see syllabus for an example)

Week 12 (Mar 29): M Conflict and Negotiation Activity

Monday Extra credit for Exam 3 is due (chs. 10,11,12)

W Conflict Activity

F Finances and Interpersonal Relationships

Week 13 (Apr 5): M Finances and Interpersonal Relationships cont'd

W Exam 3 (covers (chs. 10,11,12)

F Work in Groups

For Final Group Projects, ALL GROUP PROJECTS AND CHECKLISTS ARE DUE APRIL 11th<sup>th</sup> BY 11:59 PM. If you wish to turn it in early you are more than welcome to do so. Every person in the class will turn in their checklist and project BEFORE the dates listed below. The dates below are when we will view them in class. Make sure every group member submits to the discussion board their typed checklist of specific concepts, listed in the exact same order as they will be presented AND the final group project to Canvas. I use this as my grade sheet. If concepts are out of order, or missing, I take points off for those errors.

Week 14 (Apr 12): M Groups 1 & 2

W Groups 3 & 4

F Groups 5 & 6

Week 15 (Apr 19): M Groups 7 & 8

W Last day of class activity

F No class-Reading Day There is no exam during final exam week. Your last test is Exam 3.

### Zoom Meeting Rules:

All course meetings will take place in real-time, during our course period MWF 12:50-1:40, on Zoom. This is a skill-based class and differs from a regular class

where watching lectures on your own time might be enough to master the material. Your active participation helps add to the learning environment and will shape your own skill development. If you anticipate connection issues due to your location this Spring, you should discuss this with me during drop/add so we can both determine whether this particular class will work for you this semester.

### Participation:

Participation in our class is fundamental since improving interpersonal communication skills is a key objective of the course. To benefit the most from this course, you should have your video on, and be ready to unmute and participate during class. If you chose to not have your video on, to ensure that you are still watching and listening to lecture, the TAs will ask you two questions during class. You will have 60 seconds to respond via chat. If you do not respond, to both questions within 60 seconds, you will be counted as absent.

If you have technical issues, please immediately consult UF IT Help Desk at 352-392-4357 to resolve them and then contact your TA and myself.

Zoom sessions will not be recorded and may not be recorded by students. In some cases, an audio recording might be necessary for an individual with specific DRC accommodations and will then only be shared with that individual. As in all courses, unauthorized recording and unauthorized sharing of recorded material is prohibited.

This class will be run using the same rules as in the classroom. If you wouldn't do it in the classroom, don't do it when we meet during class time via Zoom.

-Please arrive to our Zoom meeting five minutes early (just like you would arrive early to a live classroom). We need to allow each student into the Zoom meeting from the waiting room and that will take a few minutes.

-You must wear appropriate clothing (no nudity, no pajamas, no bathing suits, etc).

-Avoid distracting behaviors. For example, you would not cook a meal, fold laundry, drive a car, engage in gardening etc. in the classroom so please don't do these activities during our Zoom class meeting.

-Don't have conversations with other people in your location. Even though your mic is muted, we can see that you are not participating and engaged in class.

**Extra Credit:** NO LATE EXTRA CREDIT ACCEPTED

-Type 25 questions from the book. (NOT from lecture). Use multiple choice and true/false types of questions. Include a separate answer sheet. Include the page number from the book where you found the information. Application questions are the type of question I use most often.

-Example: 1. Cliffy and Muffy are holding hands. This is an example of haptics.

A. TRUE B. FALSE

-Test 1 Answer Sheet

Question 1. A-True Page 189

-You must submit a copy to Canvas on the day and time it is due AND you must email it to your TA by 9 Am the day it is due (but recommend the night before so you don't forget it). When you email it to the TA you must in the subject heading write Your Name, Attendance Number, and Extra Credit 1 (or whatever the assignment is).

You are emailing it to your TA for an important reason: your TA will merge all the extra credit questions into one document and send it out to everyone who turned in extra credit to the TA.

You can turn in extra credit via email to your TA early and you can upload to canvas early, but no late extra credit accepted.

**Explanation of Assignments:**

**Intercultural paper:** NO LATE PAPERS ACCEPTED

- You are expected to turn in a 2-3 page typed (double spaced) paper.
- Interview someone from a different culture than your own for 45 minutes and discuss how communication is different.
- Use concepts discussed in the book in chapters 2 (p 43-48) and ch 6. Compare and contrast how your culture is different from the other person's through out the paragraphs expected below.
- In the first paragraph, discuss why the person you interviewed feels part of a certain culture.
- The next five paragraphs should cover the five cultural norms discussed in chapter 2 (p 43-48). For example, the second paragraph would cover low versus high context, the third would cover individualism vs collectivism, the fourth would cover power distance the fifth would cover uncertainty avoidance and the sixth would cover achievement versus nurturing.
- The last paragraph should include any nonverbal differences and any other interesting information you found.
- The paper is worth 15 points. It is graded as either 15 points (great job) or 0 points (poor job and/or late).NO LATE PAPERS ACCEPTED.

### **Group Project: NO LATE GROUP PROJECTS ACCEPTED**

- At the end of the semester each group is to take a maximum of 21 minutes to demonstrate what has been learned over the course of the semester. Each group should demonstrate proficiency in one major area of concentration. (For example- One major area of concentration could be Relationship Development).
- The form of the project is up to each group. Be creative. Use combinations of skits, graphics, YouTube videos, etc. to get your knowledge across to the audience. You can go low tech and use sock puppets, involve your family in skits, or if you want to go high tech and you know how to film all your group members together and produce one skit, that is fine too. Have fun! These should be both educational and entertaining.

- You are NOT allowed to lecture (for example, stand up and just give a definition of each concept). I have already done that this semester. Do something different!!!!!!!

-All concepts must come from the book (not lecture).

-You must upload your video to YouTube and post the link to the discussion and, and to the Group Project assignment. Make sure you change from the default, private, to unlisted. If you leave the link as private, and/or have a broken link, you will receive a grade of 0.

-During the group presentation the same three steps will be done for each concept:

1) -You must VISUALLY DISPLAY the name and definition for EACH concept immediately BEFORE you demonstrate that concept. So before starting the skit for each concept, either hold up a piece of paper on which you have typed the name of the concept and the definition (make sure it is large and bold enough to read) or if you are high tech, put that information on the screen of your recording.

2)- Demonstrate the concept in a skit, video, etc. Make sure the audience has all the necessary information during the skit to understand the concept. For example, with listening, silent listening and pseudo listening will appear to be the same concept (someone nodding while listening to someone talk). However, the audience needs to know what the listener is thinking DURING the skit to tell the difference between the two. So, for example, while Muffy is listening to Cliffy talk about his finance exam, she could nod her head, but then in a voice over during the skit, we hear Muffy say/think out loud, "Hmmm, I wonder what I am going to eat for dinner tonight? Should I have tacos or a salad?"

3)-Immediately after the skit, show the name of the concept again with a bulleted list of the words/action in the skit that exemplified the concept. For example, using the skit above- you would write the word **pseudo listening in bold** and then under it put specific behaviors.

**pseudo listening**

-nodding head

-thinking about unrelated topic, what to eat for dinner vs finance exam

Don't just show the slide with the name of the concept and the specific behaviors. You would need to explain to the audience out loud the particular words and actions in the skit that showed the concept.

- You must stop and explain immediately after each concept. So you will stop 21 times.

-Do NOT try to show two concepts at once.

-Have a different example for EACH concept. It makes it less confusing for your audience. In other words, if your theme is conflict, do not have 21 skits about whether the toilet paper roll should be placed over or under. Have 21 different conflict scenarios only one of which is about toilet paper, for example.

### Group Checklist-Typed List of Specific Concepts -First and Final Draft:

The checklist of concepts should be easy for me to read so I can quickly check that you have correctly demonstrated the concept.

-Make the font size at least 14.

-Number each concept from 1-7 and **bold the concept and make it larger**.

-Underneath and tabbed to the right I want three items:

1)**DEF**-a brief definition

2)**SHOW ME**- tell me how you are specifically going to show the concept (be detailed!!!! Do not just give me a you tube address, explain in detail what I would see/hear) and

3) **EXPLANATION**- write how you are going to explain to the audience how what they just saw/heard showed your concept (again be detailed). It is better to have too much than too little.

A sample group checklist entry is below on the next page .

## 1. **INTIMATE DISTANCE** (Muffy)

**-DEF-** Use of space 0-18 inches, usually reserved for people in a very intimate relationship.

**-SHOW ME-** Muffy says, "Hello Boyfriend!" She smiles as she approaches Cliff who is sitting on a bench. Cliff responds, "Hello Girlfriend!" and pats the space right next to him on the bench. She sits five inches away from him and they smile at each other.

**-EXPLANATION-** This is an example of intimate distance. Intimate distance is 0-18 inches and used by people in an intimate relationship. Cliff and Muffy have identified they are in a close relationship by calling each other "girlfriend" and "boyfriend." Muffy sat within five inches of Cliff and based on both of their smiling faces, this was appropriate use of intimate interpersonal distance.

**What NOT To Do on your group checklist:** (I can't easily read or understand it)

Intimate Distance

Def how people use space

Show me Seinfeld video [www.youtube.com/13889](http://www.youtube.com/13889)

Explanation video showed intimate distance

**While Presenting Your Group Project:**

-1) Each group member may have info written on ONE SIDE of a 3 x 5 note card . Failure to comply will result in 20 points being subtracted from your individual group grade!! (For example, if your group earns 90 points, but you use both sides of a 3 x 5 card, your grade will drop to a 70!!! You are not allowed to read off of anything other than one side of a 3 x 5 card. Even if you are playing the role of someone who would normally read off of cue cards, you are NOT allowed to read! **DO NOT READ ANYTHING!!!!**)

-2) Remember, you must **visually identify** for the audience the **name and definition** of **every concept** covered **IMMEDIATELY BEFORE** it occurs. Do this by typing the name of the concept and definition for each concept on a piece of paper and show it to the screen, or write it on your video screen. You cannot show a piece of paper with more than one concept written on it.

-3) Remember, you cannot present two concepts at the same time in one skit.

-4) Remember, you will stop 21 times and **EXPLAIN** what we just saw, immediately after doing the skit for each concept. Remember you must explain out loud and have a visual with the name of the concept bolded and then bullet specific words and actions that showed the concept during your skit.

-5) All concepts must come from the textbook.

-6) By the due date (or anytime before) you must upload to two places two different things.

**-To the Discussion Board upload**

-Each person's video and label who is going 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc.

-Each person's list of the seven concepts (just the words).

So, for example under the Discussion Board for Group 1 it might say Muffy's video (then load the YouTube link to the video)

Muffy is 1st

1. Pseudo Listening
2. Selective Listening
3. Ambushing
4. Stage Hog
5. Defensive Listening
6. Silent Listening
7. Evaluative Listening

So each person in the group will upload to the Discussion Board under their Group Number their YouTube video link, list the order number, and then list their 7 words/concepts.

**-To the Assignment**

- Upload your YouTube link to your video to the Group Project
- Upload your long, detailed checklist to Final Group Checklist

Each group member must upload a checklist that has each concept in the order it will be demonstrated. Be detailed in the checklist you upload to Canvas under Assignment. This is the sheet I will use to grade you. Make sure you do not switch the order of the concepts (or leave one out during your presentation) or points will be deducted. Make sure at the top of the checklist you write your group number, everyone's name in the group, and your topic.

-7) Your group must go on the day you are assigned. Be prepared to go even if a group member does not show up or submit their work. Each person will share their screen and show their video. Make sure it flows smoothly between each video. Please have your video uploaded and ready to play. If the group recorded all four parts together and are only showing one video, just make sure everyone has a copy and can show it in case one person has a power or internet outage.

-8) Your group presentation can be less than 21 minutes, but you cannot go over 21 minutes. No credit will be given for any material said past the time limit.

-9) This is a group grade so everyone will earn the same grade. Check each other's work to make sure all concepts are shown correctly, and explanations are detailed. Each person's video should look similar to all the other group members. For example, everyone uses sock puppets, or has the same names for the characters in the skits, or uses the same paper doll cuts outs. I am grading on cohesiveness but also on how fun these are.

## SPC 2300 INTRODUCTION TO INTERPERSONAL COMMUNICATION

### Departmental Syllabus

Course Description: You engage in interpersonal transactions with many different people on a daily basis. Arguing with your roommate, discussing Gator sports with your friends, or asking someone out on a date are all examples of interpersonal communication. Your ability to communicate with different people (i.e. strangers, friends, lovers) in different contexts (i.e. home, school, work) will increase your ability to achieve a variety of goals (such as making friends, getting a raise at work, etc). In this course, you will learn what interpersonal communication is, how to analyze different aspects of interpersonal communication, and how to improve your interpersonal communication skills.

Required Text Book: Adler, R., Rosenfeld, L., and Proctor, R. (2020). Interplay: The Process of Interpersonal Communication. New York: Oxford University Press (14<sup>th</sup> Edition).

Students are responsible for all assigned readings as well as any supplemental materials provided by your instructor.

#### Semester Schedule:

-This schedule includes university holidays and drop deadlines. See your instructor's addendum for the day to day schedule of readings and assignments.

Jan 18 MLK Day-No Classes

Mar 24 Relaxation Day-No Classes

Apr 9 -Last Day to Drop

Apr 21- Last Day of Classes

#### Course Requirements:

Exam One	100 points
Exam Two	100 points

Exam Three	100 points
Final Project	100 points
Intercultural Paper	15 points
Attendance and Participation	<u>85 points</u>
	500 points possible

Possible Extra Credit Points 10 points (See Instructor's addendum)

#### Point System

A =93-100% Or 465-500 points

A-=90-92 % Or 450-464

B+=87-89% Or 435-449

B=83-86% Or 415-434

B-=80-82% Or 400-414

C+=77-79% Or 385-399

C =73-76% Or 365-384

C-=70-72% Or 350-364

**Course Policies and Assignments:** (Please see your instructor's addendum for additional policies and information)

**Attendance and Participation:** A combination of lecture, discussion, and exercises are necessary to understand and analyze interpersonal communication. Thus, attendance and participation are mandatory! Three days (or hours in Tues/Thurs classes) of absences are allowed throughout the semester. These are to be used for illness, death in the family, etc. You do NOT get three days (hours) to miss class to have fun and then get three days (hours) excused for illness. Each day (hour) missed for whatever reason counts as an absence. Use your three days (hours) wisely. For each day (hour) past the third that you miss, 20 POINTS will be DEDUCTED from your 85 points. So if you miss three days(hours), your attendance grade is 85. If you miss four days (hours), your attendance grade is an 65, and so on. Once all the points have been deducted from your attendance grade, any remaining points that need to be deducted will be deducted from your final

point total in the class. During each class, attendance will be recorded by the TA.

-Arriving late or leaving early will result in a late mark. **THREE LATE MARKS = 1 ABSENCE!!** You must be in class at least 40 minutes for each 50 minute segment to get credit for being in class for that 50 minute block. Being in class 39 minutes or less per 50 minute block is equivalent to an absence!!!

### **Missing and Making up an assignment:**

-You cannot turn in your intercultural paper late.

-You cannot turn in your group project late

- If you miss one exam, you will have **24 points deducted off the grade you earn.** You only have one week to make up an exam. Failure on your part to reschedule the exam within one week will result in a grade of a 0.

-You can only miss one exam and have points deducted. **If you miss more than one exam, your grade will be a 0.**

### **Assignments for the Intercultural Paper, Participation Points, and the Final Project:**

-These assignments are determined by each instructor. Please review your instructor's addendum for a complete explanation of each assignment.

### **Your well-being is important to the University of Florida.**

-The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in

need. If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

## Students with Disabilities

“Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565), [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.”

Problems or Concerns- If you have any questions or concerns regarding this course, please first see your instructor. If you need additional help, please contact Dr. Kim McCall