

**SPC 2351 (Sections 6740): Listening, Spring 2022**  
**M, W & F, Period 4 (10:40am-11:30am) in Rolfs 207**

**Instructor:** Dr. Lisa Joniak Athearn

**Office:** 412 Rolfs Hall

**Office Hours:** Monday, Tuesday & Wednesday, period 5 (11:45am-12:35pm)

**Phone:** 352-392-5421 (please use email)

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**Website:** <http://elearning.ufl.edu> (follow logon for e-learning in Canvas)

**Youtube:** [https://www.youtube.com/playlist?list=PLq\\_Bd341q2JgCApd80bANCMFxFaPVM-GI](https://www.youtube.com/playlist?list=PLq_Bd341q2JgCApd80bANCMFxFaPVM-GI)

**Course Objectives:**

1. Articulate the process and role of listening in communication contexts.
2. Critically evaluate research and materials developed in the field of listening.
3. Present and participate in in-depth discussions on listening.
4. Improve personal and professional listening skills.

**Required Text:** Listening, 5<sup>th</sup> Edition (1996) by Wolvin, A.D. and Coakley, C. G. (1996). Publisher: Brown & Benchmark. This text is available at most bookstores supplying the university. I have a few copies available to borrow (free!) at a FCFS basis.

**Course Assignments:**

1. Paired Presentation (20%)	200
2. Listening Reflection Essay (20%)	200
3. Active Listening Opportunities (ALO's) (15%)	150 (3x50)
4. Mid-Term Exam (15%)	150
5. Final Exam (15%)	150
6. Participation (15%)	150
<b>Total</b>	<b>1000</b>

**Scale for Final Grades:**

A	93-100%	930-1000 points
A-	90-92%	900-929
B+	87-89%	870-899
B	83-86%	830-869
B-	80-82%	800-829
C+	77-79%	770-799
C	73-76%	730-769
C-	70-72%	700-729
D+	67-69%	670-699
D	63-66%	630-669
D-	60-62%	600-629
E	0-59%	0-599

**Course Assignment Description:**

1. **Paired Presentation** (200 points): You will partner up with another classmate and create a listening activity (10-15 minutes) that highlights either a "Listening Strategy" or

one of the “Ten Factors Influencing Listening” (See Chapter 4). Which one you do will be determined in class (See course schedule). Your activity should demonstrate knowledge of the concept as well as creativity. A specific grading rubric for the Paired Presentation is available via Canvas.

2. **Listening Reflection Essay** (200 points): You will reflect on one of the five listening types (discriminative, comprehensive, therapeutic, critical or appreciative). Your essay (4-5 pgs, not including title or bibliography), should show a well-rounded understanding of the listening type, including concepts, skills, benefits and challenges associated with it. Exceptional essays will incorporate the relevant concepts discussed in class and provide meaningful personal insights. Your essay will be graded on substance, structure, focus, accuracy and technical control. A specific grading rubric for the Listening Reflection Essay is available via Canvas. Reflections Essay due date is listed on Canvas.
3. **Active Listening Opportunities (ALO's)** (150 points, 50 points each): Throughout the semester you should seek out opportunities to engage in active listening. You will write up a report for each of those listening opportunities (about 2-3 pages per report). You should highlight relevant course material (e.g. What are some of the factors that influenced listening at this event? What type of listening did you engage in?). Your report should be 25% descriptive and 75% analytical. It should contain insight and critical thought. **Please do not simply describe the content of the event.** ALO's are due dates are listed on Canvas.
4. **Mid-Term Exam** (150 points): The Mid-Term Exam will be multiple-choice, true/false, short answer and short essay. It will test your understanding of the process and function side of listening. It covers Chapters 1-4 and any information given during class.
5. **Final Exam** (150 points): The Final Exam will focus on testing your comprehension of the skills learned in the course. It will focus primarily on the five types of listening and on applying effective listening in a variety of situations.
6. **Participation** (150 points): This class emphasizes the ability to integrate class materials into class discussion and assignments. It is imperative that you stay up to date on the assigned readings and ask questions in class discussions. Being present in body (whether virtual or face-to-face) is not considered a substitute for being here in mind. Consistent and competent participation in class is essential to maintaining an acceptable grade in this course. **Exemplary participation** (90%-100%) includes initiating contributions to class discussions, insightful and constructive contributions, and excellent focus and listening to others in every class session. **Proficient participation** (80%-90%) includes mostly insightful contributions to class discourse, plus a sharp focus and attentive listening to others for most class sessions. **Developing participation** (70%-80%) includes contributing to classroom discussion at least half of the time, sometimes offering constructive comments with some signs of insight, but a general lack of focus and attention to others. **Unacceptable participation** (<70%) includes a lack of participation, uninformed comments to class discussion, lack of involvement in activities, constant lack of focus (e.g. distracted on phone) and poor listening to others.

### **Course Expectations:**

1. All written assignments must be typed and turned in on time via Canvas. Please proofread your work for clarity, accuracy, and relevance.
2. Files used for presentations are due on the same day as the presentation. You are expected to dress professionally on presentation days.
3. Attendance is necessary in a skill-building oriented course. Our class is meeting synchronously during our scheduled time. **Only three absences for whatever reason will be allowed. Your participation grade will be reduced by 20 points for each**

**absence beyond the three.** An excused absence is possible with a note from clinic or doctor, a letter notification for a career interview, or a notification from the Athletic department or other UF department if the student is participating in a UF event.

4. Participation in class is expected. High quality participation includes effective listening, working cooperatively with classmates, and overall demonstrating a positive attitude. Reading assignments must be met and the instructor has the right to use unannounced quizzes.
5. Everyone can succeed in this course. The course can be personally rewarding as everyone will get to know each other in the class, class activities will be fun, and best of all you will improve your listening skills.

**Attendance:** Our class is meeting in person during our scheduled time (unless otherwise noted). Attendance is necessary in a skill-building oriented course. Only three absences for whatever reason will be allowed. An excused absence is possible with a note from the clinic or doctor, a letter notification for a career interview, or a notification from the Athletic department. Each unexcused absence will result in a 20 point reduction in the final grade. Excused absences are consistent with university policies in the undergraduate catalog and require appropriate documentation (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>). Students are responsible for signing the attendance book during class. If you are quarantined due to Covid you must contact the professor and provide documentation. If several students in class are absent due to Covid, the professor may choose to record lectures and provide access to those quarantined students.

**Class Demeanor:** Students are expected to behave according to the UF student code of conduct in their classes. This means treating their instructors and fellow classmates with respect. To ensure a positive learning environment, students should not: make complaints publicly (in front of other students); attack the instructor verbally, physically, or in written form; or express reactions in the classroom that would bring harm to other students. Failure to meet the UF code of conduct can impact a student's class participation grade or result in referral to the UF judicial office. Signing another student into class also violates the UF code of conduct. Class atmosphere can be made or broken by the approach that students take to the challenges of the course. Students that support others, show good humor in the face of obstacles, show dedication in the face of setbacks, and show grace when others are not doing as well will help to create a positive communication climate.

**Accommodations:** 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 in order to allow us to provide the most effective support. Students with any accommodations should arrange a meeting with the instructor during the first week of class (and ideally before the end of drop/add) to discuss how we can work together to meet the students' needs and still adhere to the essential elements/functions of the course in regards to attendance and class participation.

**Course Evaluation:** Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at

<https://gatorevals.aa.ufl.edu/students/> Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/> Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/publicresults/> .

**University Honesty Policy:** UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/scsr/process/student-conducthonor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

### **Counseling and Wellness Center**

Contact information for the Counseling and Wellness Center:  
<http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.