

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., Towne, N. and Proctor, R. (2013). Interplay: The Process of Interpersonal Communication. New York: Oxford University Press (12th 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..

September 1	Labor Day-No Classes
Friday Oct 17	Homecoming-No Classes
November 24	Last Day to Drop
December 9,10	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	85 points
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	500 points possible
Possible Extra Credit Points (See Instructor's addendum)	10 points

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.

During each class, attendance will be recorded. **YOU are responsible for making sure you sign the attendance sheet.** If you do not sign the attendance sheet during the class period in which it is being circulated, you will be counted as absent. **Your signature on the attendance sheet is THE ONLY way to get attendance credit. This is a departmental policy we enforce.** Thus, if on Monday you forget to sign the sheet, do not come to the instructor the next class period and ask him/her to put you on the attendance sheet. That will count as one of your absences even though your instructor may have talked to you in class or you turned in a paper or took an exam. PLEASE ask for the attendance sheet if it does not make it to you. **Remember, signing your name is YOUR responsibility.**

Arriving late or leaving early will result in a late mark. THREE LATE MARKS = 1 ABSENCE!! Remember if you are late or if you plan to leave early, sign the attendance sheet! 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 miss your group project. 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 during your instructor's office hours. 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.

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 at mccall@ufl.edu