

Computer-Mediated Communication

COM4930 | 3 credits

Instructor: Diana Nagy | dnagy@ufl.edu | 352.273.1870 | 412 Rolfs Hall

Teaching Assistant: Matt Boles | boles@ufl.edu | 941.524.7913

Professor Nagy's Office Hours: Monday and Wednesday 6th Period, (12:50-1:40 p.m.), Thursday 5th period (11:45-12:35 p.m.), and by appointment.

Matt Boles Office Hours: By appointment only.

Class meets: Tuesday/Thursday 5-6/6 (11:45-2:30/12:50-1:40 p.m.) Rolfs Hall 211

Course website: <http://lss.at.ufl.edu>

Semester Schedule: The weekly schedule can be found by checking the calendar on the class website. A schedule listing university holidays, drop deadline and other important dates is given below:

- * January 10, Friday- Drop/Add ends at 11:59 pm.
- * January 20, Monday -- Martin Luther King, Jr's Birthday Observed -- No Classes
- * January 24, Friday - Deadline for S-U option - 5:00 pm
- * March 1-March 8, Sat.-Sat. - UF's Spring Break -- No Classes
- * April 11, Friday - Last Day to drop by petition - 5:00 pm
- * April 24-25, Thurs.-Fri. -- Examination Reading Days -- No Classes

Course description: COM4930—Computer-Mediated Communication is a three-credit course. This class will cover various aspects of media and technology, and their effects on interpersonal communication. This course may be different from many you have taken in college. This is primarily because you are actively and daily engaged in the subject matter of this communication course. You have already had much experience, and you will likely want to share those experiences with the rest of the class. In addition, you may also bring to this class some preconceived expectations of this class. Discussion will be encouraged.

Course Texts

There are no texts for this course. All of the module readings are online in e-Learning.

Course requirements

Internet Access and your Gatorlink Email Address that you should check on a regular basis. (For any questions on this policy, please see the Computer Requirements as discussed under the General Requirements in the University catalog or UF Computer and Software Requirements on the web.), access to the Internet, and MS Word (or other word processing software that is compatible with MS Word).

Course Objectives

- As a student, you can expect to increase the range of options available to you in computer-mediated communication. In the personal effectiveness approach, this is referred to as the development of the communication repertoire. The more options you have, the more likely you are to make effective choices.
- You can also expect to increase your ability to analyze communication situations. Enhanced personal effectiveness is dependent upon understanding situations and what is needed for successful interaction in those situations.
- As odd as it may sound, you can also expect to be able to make more reasoned and reasonable choices regarding computer-mediated communication.
- Last, in addition to learning new information, you can expect to acquire new and/or improved communication skills

COURSE POLICIES

ATTENDANCE: Students are responsible for signing roll sheets in order to receive credit for attending class meetings. A student learns from listening, participating, discussing and observing. Therefore attendance is expected for all class meeting days. To encourage uninterrupted participation in class, it is expected that cell phones, computers, and audio devices be turned off prior to entering the classroom, unless it is required for class work that day. **If you are surfing or texting, your phone or computer may be taken away for the remainder of the class period. Please eat your lunch and make your bathroom stops prior to arriving in class.**

More than three unexcused absences of any kind will result in a grade penalty of 20 points of your final grade for each absence. Two tardies equal one unexcused absence.

LATE ASSIGNMENTS: Late assignments or make-ups will not be permitted without a University-approved absence.

ASSIGNMENT SUBMISSION: Unless otherwise indicated, assignments should be submitted through the course website by 11:45 a.m. on the due date. Do not wait until the last minute to turn in an assignment because of the possibility of technical difficulties.

COURSE ASSIGNMENTS

Students will complete unit readings, study guides, and be prepared for in-class discussion. There will be 4 Current Events articles. There will be online quizzes. There is no final exam. In addition, there will be in-class activities that will require everyone's participation. Online assignments will be given. The final project will be to develop your own website using HTML as taught in class. Details regarding individual assignments can be found on the class website.

READINGS: Students are responsible for all the assigned readings. Each set of readings will be accompanied by a study guide that must be completed prior to class discussion. See the course calendar for reading due dates.

COURSE GRADING

Discussion Questions	10 percent
Study Guides	10 percent
Quizzes	10 percent
In-class Learning Activities/Exercises (including Web Workshops)	30 percent
Current Events Articles (4 - 25 points each)	10 percent
Final Webpage Project	20 percent
Attendance	10 percent

Final Grades

Grading Scale (for letter grades)

93-100 %	A
90-92 %	A-
87-89 %	B+
83-86 %	B
80-82 %	B-
77-79 %	C+
73-76 %	C
70-72 %	C-
67-69 %	D+
63-66 %	D
60-62 %	D-
> 60 %	E

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There will be no curving of final grades.

* Stopped attending or participating prior to end of class

For more information on grades and grading policies, please visit:

<http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html>

UF POLICIES

ACCOMMODATIONS: University Policy on Accommodating Students with Disabilities:

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive; therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

ACADEMIC HONOR CODE: Students are expected to uphold the Academic Honor Code published in the Undergraduate Catalog (<http://www.registrar.ufl.edu/catalog/policies/students.html>). Please become familiar with the policies of the Honor Code (<http://www.dso.ufl.edu/sccr/honorcodes/honorcode.php>) as all violations will be reported to the Dean of Students Office. Research misconduct, such as plagiarism or cheating, will result in an automatic failing grade for the assignment.

NETIQUETTE: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. All members are expected to follow these guidelines: <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>.

Getting Help

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at:

- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- <https://lss.at.ufl.edu/help.shtml>

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at <http://www.distance.ufl.edu/getting-help> such as:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Any questions regarding the planning, administering and teaching of COM 4930 should be discussed with me individually. As needed, questions can be discussed further with Kellie W. Roberts, Director, Dial Center for Written & Oral Communication.

The syllabus and weekly schedule can be found on e-Learning (Sakai).

The weekly schedule and syllabus are subject to change.

Revised: 1/5/2014