

CATALOG INFORMATION

Dept and Nbr: COMM 66.3 Title: IMPROV. INTERPERS SKILLS
Full Title: Improving Interpersonal Skills
Last Reviewed: 12/14/1998

Units		Course Hours per Week		Nbr of Weeks		Course Hours Total	
Maximum	0.50	Lecture Scheduled	0	3		Lecture Scheduled	0
Minimum	0.50	Lab Scheduled	0	2		Lab Scheduled	0
		Contact DHR	0			Contact DHR	0
		Contact Total	0			Contact Total	0
		Non-contact DHR	0			Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 0.00

Title 5 Category: AA Degree Applicable
Grading: Grade or P/NP
Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:
Formerly:

Catalog Description:
Explores through theory and practice conversation skills and strategies used to keep relationships healthy. Study of different stages of relational development, self disclosure, personality types, how to handle criticism and intimacy. Effect of technology on communication.

Prerequisites/Corequisites:

Recommended Preparation:
Completion of ENGL 100 or ESL 100.

Limits on Enrollment:

Schedule of Classes Information:
Description: Explores through theory and practice conversation skills and strategies used to keep relationships healthy. Study of different stages of relational development, self disclosure, personality types, how to handle criticism and intimacy. (Grade or P/NP)
Prerequisites/Corequisites:
Recommended: Completion of ENGL 100 or ESL 100.
Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	Area B	Communication and Analytical Thinking	Effective: Fall 1999	Inactive: Spring 2008
CSU GE:	Transfer Area		Effective:	Inactive:
IGETC:	Transfer Area		Effective:	Inactive:
CSU Transfer:		Effective:	Inactive:	
UC Transfer:		Effective:	Inactive:	

CID:

Certificate/Major Applicable:

Not Certificate/Major Applicable

COURSE CONTENT

Outcomes and Objectives:

The students will:

1. Demonstrate understanding of a variety of interpersonal communication concepts and principles.
2. Identify and demonstrate appropriate uses of verbal and non-verbal communication.
3. Develop an awareness and appreciation of the complexities of the communication process.
4. Practice using interpersonal theories of communication by participating in dyadic group activities.
5. Identify the difference between assertive and aggressive behavior.
6. Develop an understanding and appreciation of cultures and sub-cultural differences in society through experiential exercises and field work.
7. Raise self esteem by means of interactive participation with other students.
8. Gain a sense of self-awareness by means of journal writing and self exploratory assignments.

Topics and Scope:

1. Explore the communication process.
 - a. Communication model.
 - b. Barriers to understanding communication.
 - c. Basic terms.
 - d. Define communication.
2. Self image and self esteem.
 - a. Introspective assignments.

- b. Hierarchy of values.
 - c. Effects of low self esteem.
 - d. Skills to build self esteem.
3. Relational communication.
- a. Personality types.
 - b. Roles.
 - c. Intimacy.
 - d. Self disclosure.
 - e. Relationship stages.

Assignment:

Assignments include a selection of the following:

- 1. Free writing and/or journal assignments.
- 2. Written analysis of interpersonal events or activities.
- 3. Individual and/or group presentations.
- 4. Group project assignment(s).
- 5. In-class experiential activities and discussions.
- 6. Outside field work observing communication behaviors, settings and situations.
- 7. Written examination(s).

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, Term papers

Writing
50 - 70%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None

Problem solving
0 - 0%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Class performances, Field work

Skill Demonstrations
10 - 25%

Exams: All forms of formal testing, other than skill performance exams.

MIDTERMS AND/OR FINAL.

Exams
5 - 30%

Other: Includes any assessment tools that do not logically fit into the above categories.

ATTENDANCE AND CLASS PARTICIPATION.

Other Category
10 - 25%

Representative Textbooks and Materials:

Communicate: A Workbook for Interpersonal Communication, CRA Staff,
4th ed., c. 1994

Communicating With Myself: A Journal, Jacqueline B. Carr, 2nd ed.,
c. 1991

Looking Out, Looking In, Lucas, 7th ed., c.1999