

# CMST 1061: Fundamentals of Communication

## Spring 2019

Section 10: T/T 10:30-11:50 AM | Section 13: T/T 1:30 – 2:50 PM  
Coates 236

*Key wording, assignments, and general notions in this syllabus have been modeled after or borrowed from Joni Butcher, Chris Vincent, Nicole Costantini, Rebekah Whitaker, and Melinda Nelson-Hurst.*

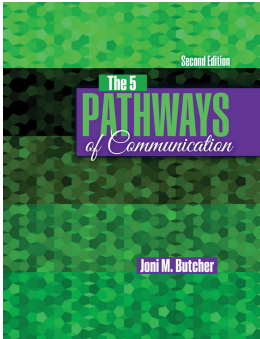
### If you want to reach me:

**Who:** Naomi Bennett

**How:** nbenn11@lsu.edu

**When:** Tue/Thu, 3:00pm-5:00pm or by appointment

**Where:** Coates 321



### You will read:

*Butcher, Joni. The 5 Pathways of Communication.*

2<sup>nd</sup> Edition, Kendall Hunt, 2018. ISBN 978-1-5249-6790-1

E-text version available: \$30 (Print: \$60)

<https://he.kendallhunt.com/product/5-pathways-communication>

**Please** bring your own copy to class every day. In addition to chapter summaries (see assignments) you will need your text to reference during discussions and in-class activities

### You will learn:

The purpose of this course is to introduce students to the Fundamentals of Communication. During the semester, we will concentrate on five fundamental areas of communication:

#### **Small Group (Workplace) Communication**

Employers consistently expect quality communication skills in employees. In this section, we will examine the role communication plays in work-related settings. We will discuss theories and techniques to help excel in working with others in order to achieve a common goal.

#### **Public Discourse: Advocacy and Social Justice**

Public discourse is central to the practice of citizenship. In this section, we will explore how persuasive messages are constructed, presented to, and received by public audiences. We will examine such areas as political discourse, social issue posters, and persuasive advertisements.

#### **Communication in Human Relationships**

All human relationships are built through communication. In this section, we will examine theories and techniques that help us understand and enable effective relationships with others. We will discuss areas such as managing conversations, apologizing, dealing with conflict, and compliance-gaining.

#### **Visual and Media Communication**

In our post-literate electronic world, humans increasingly communicate via still and moving images and image technologies. In this section, we will explore practical approaches to communication in visual culture, film, and mediated arts.

#### **Art and Culture**

Humans communicate culture by everyday behaviors. In this section, we will discover how we achieve unique identities through everyday behaviors, values, and norms. We will explore such areas as cultural storytelling, parody, and community-building rituals and festivals.

**\*\*\*Please Note** that these areas are not necessarily mutually exclusive. Some communication concepts can fit into two or more of these categories. Also, many topics exist under each area. There is simply not enough time to cover every aspect of every area.

**Course Goals:**

This course should help you read, write, think, and communicate critically. The goal is NOT simply to memorize terminology. You should certainly learn and understand the key concepts, but you should also know how to USE the concepts and relate the concepts to other subjects and other areas of life such as your personal life (know how to interpret and understand acts of communication), your social life (use the concepts to help you relate to others), and your professional life (help you communicate more effectively in the workplace).

**Six Kinds of Significant Learning:**

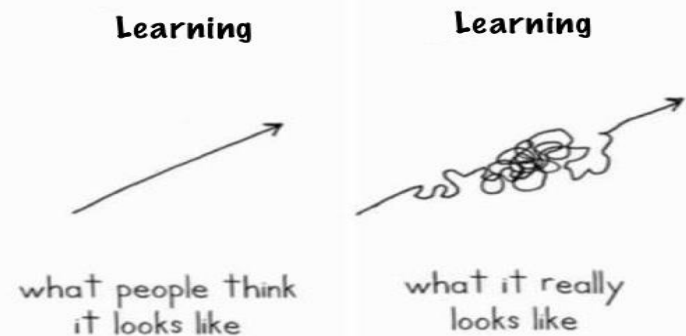
In this course, we will utilize six kinds of significant learning.

1. Foundational Knowledge: understanding and remembering important concepts and terminology  
*How:* Tests
2. Application: applying the concepts; putting into action what you have learned and developing critical, creative, and practical thinking skills  
*How:* Communication Application Activities
3. Valuing: learning how to recognize, develop, and reflect on feelings, interests, and values  
*How:* Posse and Group Reflections (part of larger assignments)
4. Human Dimension (Personal and Social): learning about yourself and others  
*How:* Posses and in-class group work
5. Learning How to Learn: encouraging the continuation of learning outside the classroom through self-directed inquiring about a subject  
*How:* Final Group Project
6. Integration: understanding the connection between ideas and experiences and how they relate to other realms of life outside the classroom  
*How:* Chapter Summaries and Final Paper

**General Education Statement:**

CMST 1061 is a General Education Humanities Course designed to familiarize the students with the fundamental concepts of communication. As a General Education Humanities Course, CMST 1061 will enable students to demonstrate an understanding of historical, cultural, and philosophical complexity that supports sophisticated discourse.

In this course, we will explore how we, as human beings, create socially significant messages which help us shape our identity, persuade others to take action, and shed light on the value systems of our culture. We will learn how individuals create and use messages to generate common meaning with others, to facilitate cooperative action, to perform social and cultural roles, and to reinforce or alter prevailing attitudes in our society.

**Considering a Major or Minor in Communication Studies?**

A degree in communication studies will provide you with practical skills that are useful for a wide range of career choices. We do not narrowly train students for one specific job, instead we help students develop creative and critical ways to organize, build relationships, and solve a variety of communication problems. Business leaders and other professionals recognize the importance of developing communication skills and many times a degree in communication studies will give you an edge over other job applicants in fields such as business, government, social and public services, sales, marketing, and the arts.

A **major** in Communication Studies requires 36 hours including 12 hours of core classes and 12 hours at the 3000 or 4000 level. A **minor** requires 15 hours with one core class and 6 hours at the 3000 level or above.

More information is available at [www.lsu.edu/cmst](http://www.lsu.edu/cmst)

**Communication Application Activities:**

There will be five (5) Communication Application Activities that will be complete during class over the course of the semester (one for each of the 5 fundamental areas of communication). For each Communication Application Activity, students will work in groups to on a specific task meant to apply concept from the given pathway. These assignments are designed to help you hone your skills in the various areas of communication and apply concepts we have discussed in class.

**Quizzes:**

Throughout the semester there will be eight (8) quizzes. The first quiz is available on Moodle, and will test your comprehension of the syllabus. The second quiz is right here. Please go to this website <https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay> and send me an email following the directions in the article. In your email, please tell me something interesting about yourself, your plans, or your goals in life (you may also use this email to ask any burning questions). Points will be given based on how well you follow the guidelines in the article for the correct way to write a formal email. In general, quizzes will cover the most recent material, however I reserve the right to ask questions about previous material covered – in other words, they will be cumulative, with a focus on the most recent material covered in class.

**Chapter Summaries:**

On the first day of each new chapter (see schedule), each student will prepare a chapter summary, which should include:

- 1) A brief outline of the concepts in the given chapter.
- 2) One takeaway on how the student will use one of the ideas or concepts in this chapter in their personal, professional, or social life.

**Final Group Project:**

Towards the end of the semester students will be divided into five groups to complete a Final Group Project. Each group will be assigned a pathway, which they will use to demonstrate an understanding and application of the fundamental concepts of communication. Specific instructions will be posted on Moodle.

**Final Communication Paper:**

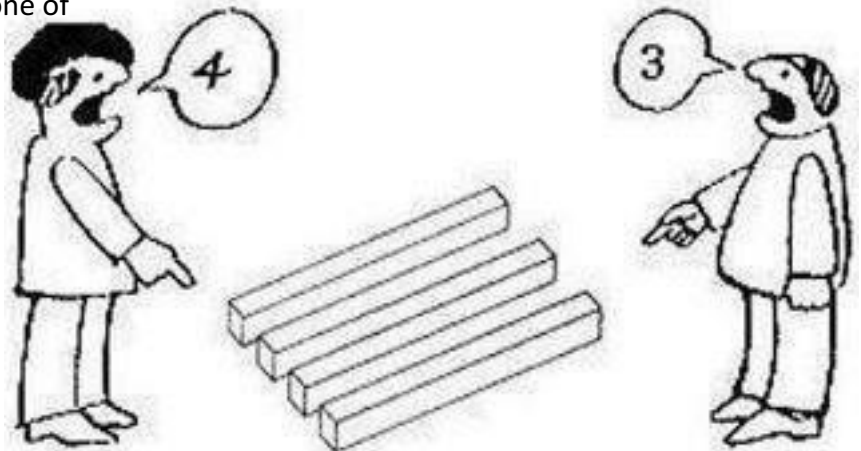
The final assignment is a 2-3 page paper which will ask you to apply the concepts and communication skills you have learned in this class during the course of the semester. Instructions for the paper will be posted on Moodle during the first week of July, and papers will be due via Moodle on Thursday, July 26 at 9am. As we go through the semester, I highly encourage you to think about how the concepts in this class apply in your own personal, social, and professional life, and what you can learn from the successes or challenges of working in different groups.

**Posses:**

At the beginning of the semester you will be put into **posses** up to six students. These posses have several different functions, which I will explain in more detail during the first week of class.

**Tests:**

There will be two tests during the semester, each covering three chapters. They will not be cumulative.



### Research Participation Requirements

The material you will learn in this course is the product of research. The goal of the research learning requirement is to help you to gain knowledge about the process by which scholars attempt to understand human behavior. All students taking CMST 1061, 2010, 1150, and 2060 must complete a research learning requirement. **For each course in which a student is enrolled, he or she must complete 2 research credits.** You can fulfill your requirement by:

- 1. Participating in research studies conducted in the Department of Communication Studies.** All studies that last between 0 and 30 minutes will count as one credit. Any study that lasts between 31 and 60 minutes will count as two credits. Each study will specify the number of credits a student can earn for completion. There will be several survey and experimental studies conducted throughout the semester. These studies are held on campus at various times and in various locations or are administered through online survey software. All available studies are approved by the Institutional Review Board at LSU.
- 2. Participating in an organized departmental function such as debate or public speaking competition.** Only departmental sanctioned events will count toward a student's research learning requirement; thus, no credit will be given for a student attending an outside speaker or performance.
- 3. Serving as a research assistant for a faculty member in the Department of Communication Studies.** The number of units and requirements for those units will be set by the researcher and either accepted or rejected by the student.

**The research learning requirement is worth 2% of your total grade;** you will receive your 2% if you accumulate 2 research credits during the given semester. Please note that all research learning credits must be completed and allocated by **Tuesday of the LAST WEEK of class at 11:55 PM** (the Tuesday of dead week, April 23<sup>rd</sup>). Your instructor will receive and upload your credit to Moodle once this deadline has passed.

**ALL available options to earn credit are posted on an electronic bulletin board** located at <http://lsuhumanresearch.sona-systems.com/>. When you go to this website, you will first have to request an account. Once you have secured an account, you will be able to log in and see the options available to you for your various CMST courses. **All students will need to request a new account as of Fall 2018, as old accounts have been deleted.**

Please note that **various ways to fulfill your research learning requirement will appear on this bulletin board throughout the semester.** You are encouraged to check the system on a regular basis for current credit options that fit your interests as well as your schedule. **ONLY opportunities with CMST at the beginning will count toward your CMST classes.**

**When you create your account, it will be important to designate the CMST course you want to the credits assigned to.** Make sure you choose the correct Course, Section and Instructor. Failure to do this will keep the instructor from receiving your credits. For each CMST course participating in the RPS system, you will need to earn 2 credits for each course. For example, if you are enrolled in CMST 2010 and CMST 2060, you will need to earn 4 total credits.

It is very important when you sign-up for a credit option that you attend that option or cancel your sign up. **Failure to show up twice during one semester will result in your access to the system being restricted and you being unable to complete your research learning requirement.** Valid excuses for failing to cancel a sign up and missing a credit option are the same as those found in LSU Policy Statement 31.

Detailed instructions on how to request an account and to navigate the system once logged in can be found on the homepage of the Department of Communication Studies. Go to <http://www.lsu.edu/cmst>. Then click on RESEARCH and STUDIES. Scroll down to find the document titled "RPS – Instructions for

Students.”

You are encouraged to **create an account during the first week of classes** so that any problems that arise can be remedied before it is too late. If you have questions about this requirement or the online system that keeps track of credits, please email [researchadmin@lsu.edu](mailto:researchadmin@lsu.edu).

Throughout the semester you will be asked to work in different combinations of groups. Some will be successful, some will (probably) not be. Although working in groups can be challenging, learning to do so is beneficial for a number of reasons:

- 1) Students often learn better from working with the material in a group setting and figuring out together how to best apply the concepts, rather than listening passively to a lecture from the teacher.
- 2) Being able to explain concepts to each other helps gain a deeper understanding and often clarifies the concepts for other students.
- 3) Students learn how groups function (or fail to function) properly. In order for groups to function effectively, individuals must fulfill different responsibilities, make individual contributions, learn how to compromise and deal with conflict, and learn how to divide work equitably among the member.
- 4) Groups often make better decisions than individuals. Debating the right path to take requires listening to different ideas and opinions, and often leads to a more creative outcome.

By working in groups, students can learn how to work with people who have different backgrounds, experiences, opinions, personalities, and communication styles.

**Absence):**

Although I do not take attendance and there is no designated grade for participation, I do expect you to be present, on-time, and participate in class discussions. Quizzes, communication application activities, and extra credit opportunities will be assigned and/or completed during class. Excessive absences will result in missing these graded assignments which will have a negative impact on your overall grade.

If you miss class, it is your responsibility to check in with a classmate to find out what was covered that day, and any missed assignments.

You must provide valid written documentation of a university excused absence within one week of the original assignment in order to make up any missed work. (See PS-22). Otherwise, a grade of '0' will be assigned for that exam or assignment.

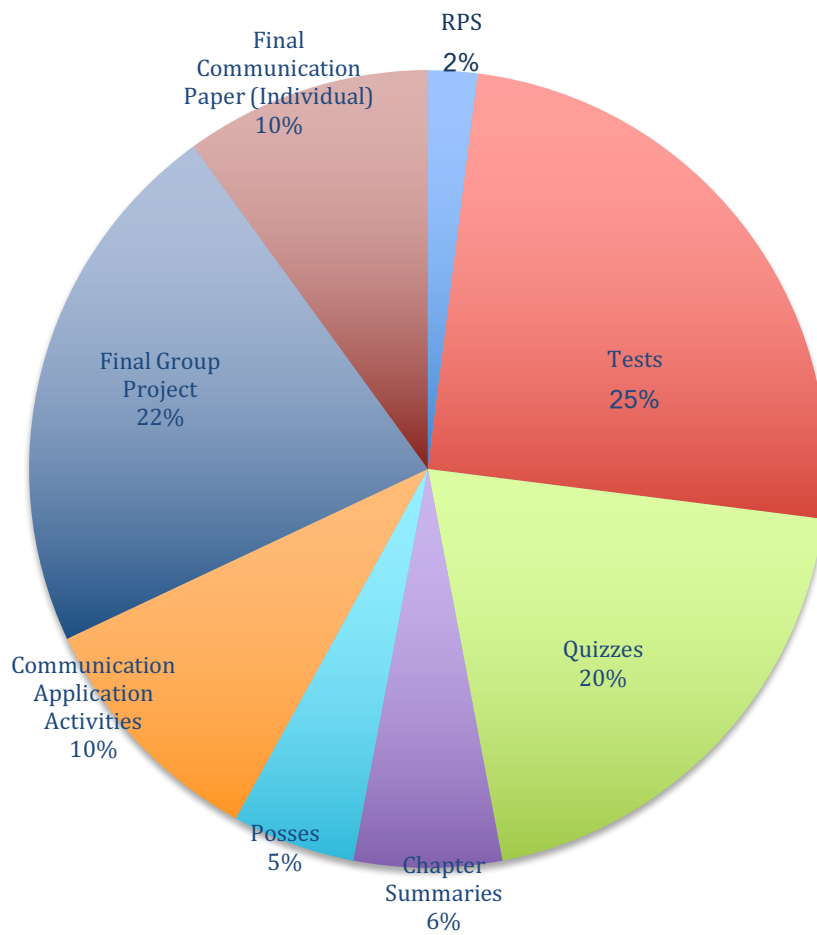
If you are traveling with a sports team or other university sponsored event, please make arrangements to take the exam BEFORE you leave.

**How to earn your grade:**

Final grades will be determined based on scores earned in the following assignments. All work must be done during the semester and not made up after the fact. The class assignments will be calculated as follows:

Assignment	Grade Breakdown
Tests (2)	250pts (125pts each)
Quizzes (x8)	200pts (25pts each)
Chapter Summaries (x6)	60pts (10pts each)
Posse Group Activities (x2)	60pts (25pts each)
Communication Application Activities (x5)	100pts (20pts each)
Final Group Project	220pts
Final Communication Paper (Individual)	100pts
Research Participation Requirement (RPS)	20pts

Plus/Minus Grading scale (based on final total number of points earned):



**Grade Scale:**

- 970-1000 = A+
- 930-969 = A
- 900-929 = A-
- 870-899 = B+
- 830-869 = B
- 800-829 = B-
- 770-799 = C+
- 730-769 = C
- 700-729 = C-
- 670-699 = D+
- 630-669 = D
- 600-629 = D-
- 0-599 = F

*\*A full schedule will be posted separately\**

**Attendance:**

Although I do not take formal attendance, you are expected to be present and prepared to participate in discussions and activities. This means arriving at least five (5) minutes early, reading the assigned pages, and preparing questions/comments for either me or your classmates.

**Inclement Weather:**

Unless the University is closed, we will have class. This means even if there is an early morning downpour, we will be meeting. I do not like coming to school in rain as much as anyone else, but we simply do not have time in the schedule to miss days because of rain.

**Note:** If it is unsafe for you to come to campus, or if you get sick and think you might be contagious, please do not come to class. Send me an email as soon as you can (safely) and we will take it from there.

**Classroom Behavior:**

This classroom is our space. We need to respect each other at all times. I do not tolerate racist, sexist, heterosexist, or discriminatory language of **any kind**. It is important to remember we are here to learn from each other, and to do so requires us to be open to new concepts and different ways of being than we may be used to. This means respecting the different lived experiences of your fellow students and being open to different opinions and points of view. Disagreement is okay, as long as it comes from a place of mutual respect for each other's humanity.

**Email and How to Contact Me:**

You can reach me at [nbenn11@lsu.edu](mailto:nbenn11@lsu.edu) any time. I will do my best to respond within 24 hours, although on weekends it may take longer. I also expect you to check your email and Moodle regularly, in case there are updates about the class. If you need to contact me or your classmates, you have access to the emailing system in Moodle. If you have missed a class and are emailing to find out what we covered or to get class notes, please email one of your classmates, not me.

***\*If I do not respond to your email within 24 hours, assume I have not received it and politely send another. \*\*If you cannot access your LSU email, let me know IMMEDIATELY. Otherwise I will assume you are receiving and reading all of my emails.***



**How to Determine Your Current Class Grade:**

If you want to know your grade in the class at any given time, add up all of the points you have on Moodle and divide by the number of points possible at that time. DO NOT rely on Moodle's average and NEVER look at Moodle's PROJECTED GRADE. I cannot not guarantee that it is accurate.

**Grading Errors:**

Let me know **immediately** if there has been an error in grading. You MUST notify me of a grading error within one (1) weeks of the grade being posted to Moodle. Otherwise, the grade in question will remain as it appears.

If you have a question about a grade you received on a particular assignment, please adhere to the following guidelines:

1. Wait until you have received your written comments from me.
2. Wait at least 24 hours after reading the comments to reflect on the work that was done.
3. Do not wait more than 1 week of receiving the grade if you wish to discuss it. If you wait several weeks it is unlikely I will clearly remember the details of the comments I made.

**Extra Credit:**

There will be several opportunities for extra credit, particularly at the **beginning** of the semester. When extra credit opportunities arise, they will be announced in class and must be completed by a specific deadline – there will be no opportunity for making up extra credit assignments. Extra credit assignments are worth 10 points, and may have an admission cost.

**Formatting Written Work:**

It should be assumed, unless specified otherwise, that all written should be typed, double-spaced, in 12-point font, and 1" margins, with your name(s) and course number clearly indicated at the top of the first page. I will not accept handwritten or emailed assignments.

If citations are necessary, they should be in MLA format. If you have any questions, please let me know.

**Academic Integrity:**

Any student found to have turned in material not their own, in part or in whole, is subject to being reported to the office of Student Advocacy and Accountability.

Examples of plagiarism include:

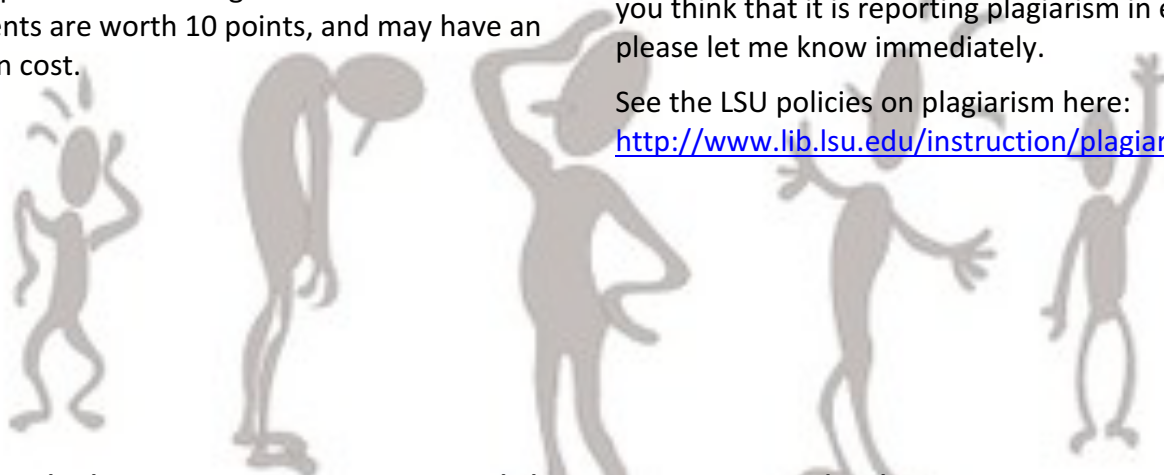
- Using direct quotes without proper citation and quotation marks (e.g. "x").
- Paraphrasing someone else's ideas without proper citation. (Replacing select words or rephrasing does not make it your idea).
- Submitting a paper that you did not write.

Unfortunately, the Internet has made plagiarizing very easy, but it has also made it easy to check. If I see something that seems suspicious (e.g. a quote I recognize or wording that does not sound like you wrote it) I will look into it.

Be aware that your final paper will be submitted through TurnItIn, which has a plagiarism checker. You can see this report when you upload your paper, so if you think that it is reporting plagiarism in error, please let me know immediately.

See the LSU policies on plagiarism here:

<http://www.lib.lsu.edu/instruction/plagiarism2.html>



Nonverbal communication is an elaborate secret code that is written nowhere, known by none, and understood by all."

– Edward Sapir

**Available Help:**

Please come talk to me. My job is to help you learn. If you feel like you are having difficulty or something comes up, let me know as soon as possible. The sooner I'm aware of any issue, the more likely I am to be able to help.

There are also several resources available on campus. [Communication across the Curriculum](#) (CxC) offers writing support that can assist you in the development of your essays. The [Shell Tutorial Center](#) housed in Middleton Library also offers services that can help. There are mental health services available through the [Student Health Center](#) that are great for helping you process any of the things going on in your life. [LSU Cares](#) is a university initiative that is available to both students and instructors to helping students find resources and develop realistic plans dealing with a variety of life, school, and personal stressors. The [Food Pantry](#) is available to provide supplemental food to students in need who may experience hunger or food insecurity. School is only one part of your life, so please take care of yourself.

**ADA Accommodations:**

The Americans with Disabilities Act and the Rehabilitation Act of 1973 states: "If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see a coordinator in the Office of Disability Affairs (112 Johnston Hall) so that such accommodations can be arranged." After you receive the accommodation letter, please meet with me privately to discuss the provisions of those accommodations.

**Note:** I cannot offer accommodations without first receiving a letter from the Office of Disability Affairs.

**Title IX & Sexual Misconduct Policy:**

Title IX of the Education Amendments of 1972 is a comprehensive federal law that prohibits discrimination based on the gender of students and employees of educational institutions that receive federal financial assistance. In accordance with Title IX and other applicable law, Louisiana State University (LSU) is committed to providing a learning, working, and living environment that promotes integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex and sexual misconduct which includes sex discrimination, sexual harassment, dating violence, domestic violence, sexual assault, stalking and retaliation. LSU prohibits sex discrimination and sexual misconduct. This policy applies to all persons without regard to sexual orientation, gender identity and/or gender expression. Sex discrimination and sexual misconduct violate an individual's fundamental rights and personal dignity. LSU considers sex discrimination and sexual misconduct in all of its forms to be serious offenses. This policy has been developed to reaffirm these principles and to provide recourse for individuals whose rights have been violated. This policy establishes a mechanism for determining when rights have been violated in employment, student life, campus support services, LSU programs and/or an academic environment.

