

**UNIVERSITY OF LOUISVILLE**  
**Introduction to Communication – Comm 201**  
**Summer**  
**M-F, 08:00am – 12:00pm**  
**Karen Battoe, Instructor**

**Office Hours:** by appointment

**Contact info:**

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**Text:** Human Communication in Society by Alberts, Nakayama & Martin, 4th ed.

REVEL edition: <https://console.pearson.com/enrollment/fanuon>

\*The online REVEL material is interactive. You can use the audio option to listen to the text if do not have the time or patience to read each section. No matter how you choose to do so, all readings must be done prior to class so that you are prepared to participate.

### **COURSE REQUIREMENTS AND POLICIES**

**Nature of the Course** – This course is required for both a major and minor in communication. This course provides an overview of the study of communication, covering a variety of topics, from the nature of language, to patterns of communication in large organizations. We will explore a variety of concepts and terms essential to the understanding of communication.

One goal of this course will be to develop an understanding of **effective communication**. Key elements of effective communication include: Understanding the communication process, knowing the roles of both verbal and nonverbal messages, recognizing how communication works in a variety of contexts (interpersonal, organizational, mediated), recognizing the influence of identity and culture on communication. Your progress in this area will be assessed with the following graded assignments: written in-class assignments, exam questions.

Another of this course will be to **understand and appreciate cultural diversity**. Key elements related to this goal include: recognizing ways that culture shapes our behaviors and attitudes, demonstrating an understanding of the relationship between culture and environment, recognizing the diversity within cultural groups, and analyzing the impact of cultural diversity on problems and societal issues. This understanding will be modeled during presentations and/or group discussions. Your progress in this area will be assessed with the following graded assignments: written in-class assignments, exam questions.

**Grades/Exams** – Grades will be based on daily quizzes, in-class assignments, REVEL quizzes, one presentation, and the final. The exam will cover assigned readings and lecture material. Not everything in the text will be covered in lectures, and not everything covered in lectures will be covered in the readings. But all is fair game for the exams.

There will be in-class discussions and assignments that will be worth points. The exact number, nature and point values of these assignments will be determined during the semester, depending on time, number of assignments available, etc. Ideally there will be no fewer than 10 of these assignments worth 10 points each, for a total of at least 100 points – the same weight as an exam. If there are more than 100 in-class points, then that will make them weigh more than an exam. By the end of the term, there should be at least 500 points.

Be advised that this class is graded on a +/- scale.

97% & up = A+	93% - 96% = 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-		Below 60% = F

Points/grades will be posted on Blackboard. It is your responsibility to keep up with your grade and to know if something is incorrect or missing. **If there is a problem, you must contact me within two days of the time the grade/assignment has been posted.** Do not wait until the end of the semester to decide to check on your grades.

**Attendance** – Attendance is mandatory. Since much of what is on the exams will be covered in lecture, it is important that you be in attendance for every class. Also, there is no set schedule for in-class points. **If you miss in-class points there can be no make-up.** Exceptions are a University-sponsored event or a religious holy day. If you will miss a class due to one of these reasons, you must tell me **in advance**. You then have one day after the missed class to make up those points.

You are expected to be **on time** and to **stay for the entire period**. You are expected to **turn off cell phones**.

The schedule is tentative, so exams may not occur on the day listed. Any changes will be announced in class. If you are not in class, you could miss important changes.

**Important – Quizzes and the Exam cannot be made up!!!**

### **Cell Phones, Laptops, Tablets, Other electronic Devices:**

We will be using internet-ready devices in class throughout the semester, however, you are not to use class time to access your social media accounts, chat with friends, or do work for other classes. Turn your cell phones off when you enter the classroom unless you have prior approval. Anyone found using a device for any reason not directly related to class will be asked to leave and lose points for the day.

### **Email:**

I frequently use email as a means for getting in touch with the entire class; therefore it is important that you have a working email address that you have on record and check on a regular basis.

### **CLASS SCHEDULE**

This schedule is **tentative**. Any changes will be announced in class.

### **Readings are to be done prior to class on the assigned day.**

Class I - Class introductions; overview; Chapter 1 – Introduction to Human Communication

Class II - Chapter 2 – Perspectives on Human Communication, and Chapter 3 – Communicating Identities

Class III - Chapter 4 - Communicating, Perceiving and Understanding, and Chapter 5 – Verbal communication

Class IV - Chapter 6 - Nonverbal Communication

Class V - Chapter 7 – Listening and Responding

Class VI - Presentations: Chapter 8 - Communication Across Cultures, and Chapter 9 - Communicating in Close Relationships

Class VII - Presentations: Chapter 10 - Small Group Communication, and Chapter 11- Communicating in Organizations

Class VIII - Presentations: Chapter 12 – Rhetorical Communication, and Chapter 13 – Mass Media and Communication

Class IX - Presentation: Chapter 14 – Communicating through Social and Other Interactive Media, and Review for Final

Class X - Final Exam