HIBBING COMMUNITY COLLEGE
COURSE OUTLINE

COURSE NUMBER & TITLE: SPCH 1040: Introduction to Communication:
CREDITS: 3 (3 Lec / 0 Lab)
PREREQUISITES: ENGL 1060: Freshman Composition recommended

CATALOG DESCRIPTION:
Introduction to Communication helps the student become a more efficient communicator in interpersonal and presentation situations. Through reading and participating in practical class exercises, students will explore the basic elements of interpersonal communication including critical thinking, self-concept, perception, listening, verbal and nonverbal expression, relationships and conflict management. In addition, students will learn to present speeches with emphasis on developing skills in basic research, organization, audience analysis, delivery, and listening. Students will examine and articulate their research findings and personal views while respecting the work and values of others. MNTC goal area: (1) Communication.

OUTLINE OF MAJOR CONTENT AREAS:
I. Fundamentals of Communication
   A. Introduction to Human Communication (communication process and communication competence)
   B. Perception and the Self in Communication
   C. Language and Meaning (verbal communication)
   D. Nonverbal Communication
   E. Listening and Critical Thinking
II. Communication Contexts
   A. Interpersonal Communication (relationships and self-disclosure)
   B. Intercultural Communication
III. Workplace and Practical Communication Skills
   A. Small-Group Communication
   B. Workplace Communication
   C. Conflict Management
IV. Public Speaking
   A. Topic Selection and Analysis
   B. Credibility and Evidence
   C. Organizing a Presentation
   D. Delivery and Visual Resources
   E. Informative Presentations
   F. Persuasive Presentations

MNTC GOALS AND COMPETENCIES MET:
Communication
COURSE GOALS/OBJECTIVES/OUTCOMES:
Students will:
1. perform critical thinking and problem-solving.
2. demonstrate understanding of self-concept, perception and increased self-awareness.
3. practice effective listening skills
4. identify and use effective verbal and nonverbal communication.
5. name and apply appropriate strategies for maintaining specific interpersonal relationships including effective emotional expression and conflict resolution.
6. identify and demonstrate cultural awareness and effective use of intercultural communications principles.
7. demonstrate understanding of small group communication: norms, roles, leadership, problem solving and decision making.
8. exhibit effective written and verbal workplace communication.
9. practice basic presentation building skills including: identifying communication apprehension, selecting a topic, researching, organizing, analyzing your audience, considering ethics, creating visual aids and delivering the presentation.
10. perform an introductory, informative and persuasive presentation.

HCC CORE COMPETENCIES MET:
Working Productively and Cooperatively
Communicating Clearly and Effectively
Thinking Creatively and Critically
Social/Civic Responsibility

STUDENT CONTRIBUTIONS:
Students will attend class regularly, prepare and participate in class discussion, complete all assignments including speeches, impromptu speech exercises, small group discussions, and written assignments and tests. Students will be able to articulate their personal ethical views and are expected to respect the ethical views of others. Assignments completed by students must meet minimum standards set by instructor.

STUDENT ASSESSMENT SHALL TAKE PLACE USING INSTRUMENTS SELECTED/DEVELOPED BY THE COURSE INSTRUCTOR.

| AASC APPROVAL DATE: | May 13, 2014 |
| REVIEW DATE:        | May 2019    |

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