COMMUN 101: INTRODUCTION TO INTERPERSONAL COMMUNICATION  
Spring Semester 2017

Course Instructor: Andy Cuneo

Course Meets On-line

Office: Holton Hall 157

Office Phone: (414) 229-2787

In Person Office Hours: In person office hours for this course are Mondays from 3 p.m. to 4 p.m. in Holton 157. If you are unable to meet with me you may either call (414) 229-2787 or email acuneo@uwm.edu for an immediate response during this time

Virtual Office Hours: Send inquires to acuneo@uwm.edu for response within 48 hours.

COURSE DESCRIPTION

Basic concepts for understanding communication in interpersonal relationships. This course combines a theoretical approach with a skills approach to the study of interpersonal communication. This section of Communication 101 is on-line and self-paced within the parameters of an eight week accelerated semester. You are allowed to complete all quizzes, tests, and assignments at your own schedule, but on or before the absolute deadlines mentioned below, on the suggested weekly schedule, and on the posted assignment sheets.

COURSE OBJECTIVES

1. To provide students with the knowledge to be competent interpersonal communicators.

2. To provide students with the skills to be competent interpersonal communicators.

3. To motivate students to apply the knowledge and skills of competent interpersonal communicators.
COURSE REQUIREMENTS AND PROCEDURES

Instructional Methods: This course will be taught completely on-line and is accessible through an on-line management system called Desire to Learn (D2L). On the course site you will find a variety of information including announcements, lectures, and assignments, for the course, and you will take quizzes/tests, submit assignments, and post to the discussion board throughout the semester using D2L. Lectures are available in two forms: Power point and Power point with a voice over option. Lectures are designed to supplement the textbook readings. Furthermore, the course will be broken down into four units. A unit consists of 3 modules. A module consists of a text chapter and corresponding lecture. So, Unit 1 will consist of modules 1, 2, and 3, Unit 2 will consist of modules 4, 5, and 6, Unit 3 will consist of modules 7, 8 and 9, and Unit 4 will consist of modules 10, 11, and 12. You are responsible for reading/viewing all material for each module, completing the module quizzes, and eventually, completing each Unit test and final exam, and submitting written assignments, at your own pace, but with absolute deadlines.

Quizzes, Tests and Examinations

Module quizzes: You are required to attempt and complete a 15 question quiz for each module. Module quizzes DO NOT count toward your final grade, however, they are required. Furthermore, in order to advance to the next module quiz, you will not only need to complete the previous module quiz, you will need to score at least an 85% on each module quiz in order to advance. Module quizzes are to be completed on D2L and will be a combination of multiple choice and true/false questions. You will have 15 minutes to complete each module quiz, and you will be allowed to attempt each module quiz until the required score is achieved.

Unit Tests: You are required to attempt and complete a 45 question exam for each unit. As stated previously, the course is comprised of four units. Each unit is comprised of 3 modules. You will be eligible to attempt a unit test after satisfactory completion of the three previous module quizzes for that unit. For example, you will not be allowed to attempt the Unit 1 test until you satisfactorily complete module quizzes 1, 2, and 3. Unit test are to be completed on D2L and will be a combination of multiple choice and true/false questions. You will have 40 minutes to complete the unit test, and are allowed only one attempt. Each unit test is worth 45 points toward your final grade.

Final Exam: The final exam in this course is optional. If you are satisfied with your scores from the four previous unit exams, you may choose NOT to take the final exam. If you decide to take the final exam, your lowest exam score will be dropped. The final is a 45 question CUMULATIVE exam and will consist of a combination of multiple choice and true/false questions and you will have 40 minutes to complete it. In order to be eligible for the final, you MUST complete the previous 4 unit tests.
**Social Capital Investment:** Students will create (or update) a LinkedIn profile. After the profile is established, it will be necessary for students to participate in online discussions in order to invest in their social capital (explained in assignment guidelines). To do so, students will post four articles to a LinkedIn discussion group created for the course. Screen captures of the posted comments are uploaded to a D2L drop box in order to receive credit for the assignment.

**Paper Assignments:** There are **three** paper assignments due in this course, two analysis papers and a topic expansion paper. Specific assignment instructions are posted on the D2L course site.

**Grading Policy:** Listed below are the point values for tests and assignments:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analysis Paper I</td>
<td>80</td>
</tr>
<tr>
<td>Analysis Paper II</td>
<td>80</td>
</tr>
<tr>
<td>Expansion Paper</td>
<td>100</td>
</tr>
<tr>
<td>Social Capital (4 X 10)</td>
<td>40</td>
</tr>
<tr>
<td>Unit Tests (4 X 45)</td>
<td>180</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>480 points</strong></td>
</tr>
</tbody>
</table>

The following grading scale is used to assign final grades in this course (Based on a percentage. Percentage equals points earned divided by points possible)

- A = 95-100 %
- B+ = 88-89%
- C+ = 77-79
- D+ = 67-69
- A- = 90-94 %
- B = 84-87%
- C = 74-76
- D = 64-66
- F = 0-59
- B- = 80-83%
- C- = 70-73
- D- = 60-63