

Winter - 2025

COM-100.0003
Communication Fundamentals

In person on campus

T/W/TH 10:00 am – 4:15 pm
Swan Hall – Room: 309

Instructor: Mark R. August

Office: Davis Hall, Room: 406

Office Hours: By appointment

Department Main Number: 874-2552 Department Fax Number: 874-4722

E-mail: mraugust@uri.edu

Required Text:

Communication Fundamentals
(University of Rhode Island Custom Book and Online Courseware).

Tech. Support *Call: (800) 331-5094* *Email & Chat: mhhe.com/support*

Course Requirements:	Class Participation & Opening Speech	10%
	Online ‘Connects’ Chapters <i>(Need to complete 13 different chapters)</i>	10%
	Individual Presentation	20% (6 minutes)
	Group Presentation	15% (24-30 minutes)

	Midterm	20%
	Final	25%
		----- 100%

*Two Exams— Midterm, chapters: 1, 5, 6, 11, 12, 13, 14
and
Comprehensive Final on
Chapters: 1, 5, 6, 11, 12, 13, 14 and 7, 8, 9, 10, 3, 4*

Midterm and Final equal 45% of final grade.

REQUIRED TEXTBOOK

Floyd, Kory (2021). Communication Matters, 4th edition. (University of Rhode Island Custom Book and Courseware).

[Inclusive Access] DIGITAL MATERIAL DELIVERED VIA BRIGHTSPACE (LMS).

NO ACTION REQUIRED.

The cost for the access to the digital publisher content is included on students' central term bill.

*Inclusive Access materials are digital content linked to Brightspace so you can access the right materials on the first day of class. This course includes digital assignments and an e-book. A physical book can be purchased on Connect but is not required.

COURSE OVERVIEW

This course provides students with theoretical knowledge and practical experience in communicating interpersonally, working in groups and teams, and speaking in public spaces. We combine an understanding of the theories and research on communication with the development of practical skills. We will explore the ways to analyze the range of ways in which people communicate, in an effort to also improve our own skills in communicating with a variety of people. A primary focus in this course is on analyzing audiences, listening, speaking effectively, managing conflict in teams and in our personal relationships, and in applying skills and strategies to enter into civic engagement and improving our communities.

LEARNING OUTCOMES

University of Rhode Island –COM-100 (B2, C1) General Education

*B-Develop intellectual and interdisciplinary **competencies** for academic and lifelong learning through the following outcomes:*

- **B2 –Communicate effectively** via listening, delivering oral presentations, and actively participating in group work

*C-Exercise individual and social **responsibilities** through the following three outcomes:*

- **C1 –Develop and engage in civic knowledge and responsibilities**

COURSE OBJECTIVES

Students who fully engage in this course will be able to ...

- *Recognize core concepts and theories of public communication, interpersonal communication and small group communication.*
- *Apply theories and skills to be a competent communicator in a variety of contexts, with diverse audiences.*
- *Analyze and evaluate the oral and written messages and arguments of others.*
- *Construct effective arguments and communicate those arguments to diverse audiences in oral and written forms.*
- *Demonstrate ethical communication when constructing arguments, interpreting messages, and communicating with others.*

CLASS ATTENDANCE

Attendance is Mandatory. Students are expected to attend class and classroom activities. Occasionally, students may miss class activities due to illness, severe weather, or sanctioned University events. If ill, students should not attend class and should seek medical attention especially if they have a communicable disease such as influenza (flu). Students should not attend class when the University announces classes are cancelled due to severe weather. Also, it is the policy of the University of Rhode Island to accord students, on an individual basis, the opportunity to observe their traditional religious holidays. Students desiring to observe a holiday of special importance must inform each instructor and discuss options for missed classes or examinations. See [Sections 8.51.11 – 8.51.14 of the University Manual](#) for policy regarding make-up of missed class or examinations.

Disability Services for Students Statement

Your access in this course is important. Please send me your Disability Services for Students (DSS) accommodation letter early in the semester so that we have adequate time to discuss and arrange your approved academic accommodations. If you have not yet established services through DSS, please contact them to engage in a confidential conversation about the process for requesting reasonable accommodations in the classroom. DSS can be reached by calling: 401-874-2098, visiting: web.uri.edu/disability, or emailing: dss@etal.uri.edu. We are available to meet with students enrolled in Kingston as well as Providence courses.

ACADEMIC HONESTY & INTEGRITY

All submitted work must be your own. If you consult other sources (class readings, articles or books from the library, articles available through internet databases, or websites) these **MUST** be

properly documented, or you will be charged with plagiarism and will receive an F for the paper. In some cases, this may result in a failure of the course as well. In addition, the charge of academic dishonesty will go on your record in the Office of Student Life. If you have any doubt about what constitutes plagiarism, visit the following websites: the URI Student Handbook, and Sections 8.27.10 – 8.27.21 of the [University Manual \(web.uri.edu/manual/\)](http://web.uri.edu/manual/).

If you need more help understanding when to cite something or how to indicate your references, PLEASE ASK.

ACADEMIC ENHANCEMENT CENTER

The work in this course is complex and intensive. To do the best you can, it's a good idea to visit the Academic Enhancement Center (AEC) in Roosevelt Hall. AEC staff assist students with academic skills development as well as course-based content. Options for content tutoring include: joining a *Weekly Tutoring Group* (for BIO, CHM, CMB, CSC, ECN, MTH, PHY, STA), stopping by a *Walk-In Center* (for CHM, MTH, PHY), or making a *One-Time Group Appointment*. AEC tutors can answer questions, clarify concepts, check understanding, and help you learn to study effectively. Visit uri.edu/aec, call [\(401\) 874-2367](tel:4018742367), or stop by the fourth floor in Roosevelt Hall.

THE WRITING CENTER

The Writing Center, located in Roosevelt Hall 009, offers one-on-one peer tutoring for student writers who need help developing ideas or need advice on any aspect of writing. The Writing Center serves all student writers, not just “beginners.” Visiting writers are encouraged to bring a draft, notes, syllabus, or any relevant information to help facilitate the session. Students may view the schedule and make appointments. Sessions are 45 minutes per appointment and students are encouraged to make appointments in advance by logging onto uri.mywconline.com. For more tips on how to make the best of your Writing Center appointment, visit uri.edu/aec/writing.

THE SPEAKING CENTER

The URI Speaking Center provides assistance to students who need or want to improve their public speaking skills, or manage issues regarding speech apprehension and anxiety. The Center is staffed by exceptional undergraduate students, graduate students, and faculty who ensure that students are adequately trained to prepare, develop, and deliver oral presentations. The URI Speaking Center also serves to prepare students for the inevitable expectation of effective public speaking in their careers. Please stop by the URI Speaking Center or check out their website for operating hours.

Anti-Bias Syllabus Statement

We respect the rights and dignity of each individual and group. We reject prejudice and intolerance, and we work to understand differences. We believe that equity and inclusion are critical components for campus community members to thrive. If you are a target or a witness of a bias incident, you are encouraged to submit a report to the URI Bias Response Team at www.uri.edu/brt. There you will also find people and resources to help.

STANDARDS OF BEHAVIOR

Students are expected to treat faculty and fellow classmates with dignity and respect. Students are responsible for being familiar with and adhering to the published “Student Code of Conduct” which can be accessed in the [University Student Handbook](https://web.uri.edu/studentconduct/student-handbook/) (<https://web.uri.edu/studentconduct/student-handbook/>). If you must come in late, please do not disrupt the class. Please turn off all cell phones, pagers, or any electronic devices.

CIVILITY POLICY

Teachers at the University of Rhode Island are committed to developing and actively protecting a class environment in which respect must be shown to everyone in order to facilitate and encourage the expression, testing, understanding, and creation of a variety of ideas and opinions. Rude, sarcastic, obscene, or disrespectful speech and disruptive behavior have a negative impact on everyone’s learning. Please note that when a person disrupts the class in these ways, the course instructor will have the disruptive person removed from the class.

Misc. Information:

No illegal, immoral or unethical behavior will be permitted while gathering material, preparing or presenting any speech. Such actions will result in a student receiving a “0” for the presentation and the student’s name will be turned over to the proper legal and administrative authorities.

Counseling Center: 401-874-2288 <http://www.uri.edu/counseling/>
 Alcohol and Drug Services: 401-874-5073 http://www.uri.edu/substance_abuse/
 Dean of Students Office: 401-874-2957 <http://web.uri.edu/cels/deansoffice/>

If you miss your scheduled date for a presentation, you will receive an “0” for that speech unless the absence is officially excused (doctor’s note or other arrangements made with instructor **prior to date of speech**).

Speech Information: Both a preparation outline (one copy) and a speaking outline (two copies) are due at the time of the preparation (outlines must be computer generated). **If paperwork is not turned in on time, your presentation grade will drop 5 points for each day that the paperwork is late.** You will also be responsible to complete a self-evaluation of your presentation.

GRADING POLICY

A+ = 97-100	A = 93-96	A- = 90-92	B+ = 87-89	B = 83-86	B- = 80-82
C+ = 77-79	C = 73-76	C- = 70-72	D+ = 67-69	D = 63-66	D- = 60-62

F = Below 60

Week #1

**January
Thursday 2nd**

Day: 1

Welcome to 100 - Introduction to the Course

Presentational Skills

Chapter: 1 (Communication: A First Look)

Week #2

Tuesday 7th

Day: 2

Chapter: 5 (Communicating Nonverbally)

Chapter: 6 (Listening Effectively)

Chapter: 11 (Choosing, Developing, and Researching a Topic)

Day: 3

Wednesday 8th

Chapter: 12 (Organizing and Finding Support for your Speech)

Chapter: 13 (Presenting a Speech Confidently and Competently)

Chapter: 14 (Speaking Informatively)

Day: 4

Thursday 9th

Individual presentations (20% of grade)

Chapter: 7 (Communicating in Social and Professional Relationships)

Chapter: 8 (Communicating in Intimate Relationships)

Chapter: 9 (Communication in Small Groups)

Friday 10th – Sunday 13th

Online - Midterm (20% of grade)

Chapters: 1, 5, 6, 11, 12, 13, 14

Week #3

Day: 5

Tuesday 14th

Review – Individual presentations

Chapter: 10 (Decision Making and Leadership in Groups)

Chapter: 3 (Perceiving Ourselves and Others)

Chapter: 4 (How We use Language)

Day: 6

Wednesday 15th

Group presentations (15% of grade)

Group A

Group B

Group C

Last Day of Class

Thursday 16th

Makeup Day (If class is canceled during any of the 6 days)

Friday 17th

Online - Final Exam (25% of grade)

Chapters: 1, 5, 6, 11, 12, 13, 14 and 7, 8, 9, 10, 3, 4
