

**SUL ROSS STATE UNIVERSITY**  
**COMM 1310 – 1W1**  
**Summer 2025**  
**Fundamentals of Communication**

COMM 1310-1W1  
Fundamentals of Communication  
Summer I 2025  
Web-delivered  
**This course satisfies 3 credit hours of  
component area core**

Marjorie Scott  
Associate Prof. of Theatre and Cinematic Arts  
Chair, Department of Visual and Performing Arts  
Office: FAB 106  
p. 432-837-8039  
mscott3@sulross.edu  
Office hours by appointment only.

## **COURSE DESCRIPTION**

This course explores the fundamental principles, theories, and practical applications of oral and written communication in a variety of contexts. Throughout this course you will enhance your communication competence in interpersonal and professional settings by examining how various analytical frameworks intersect with our personal experiences. The readings and assignments are designed to increase your skills at listening to messages, analyzing them internally, and making the private knowledge you gained public through various means of communication.

### **This course has three main goals:**

- 1) to meet the state and university core curriculum oral communication requirement;
- 2) to develop the oral and written communication skills needed to succeed in the remainder of students' college courses;
- 3) and to begin the lifelong process of becoming literate, critical consumers and producers of messages and develop the skills needed to succeed in the professional world.

It's really the third goal driving this entire course.

## **COURSE OBJECTIVES**

Upon completion of this course the student will be able to:

- Communicate effectively in small group discussions
  - Demonstrate effective conflict management processes
  - Demonstrate effective decision making processes
  - Demonstrate effective group reporting processes
- Organize and deliver public presentations
- Prepare and participate in a professional interview
- Explain the role of communication in various work and personal situations

## STUDENT LEARNING OUTCOMES

This course is designed to meet one or more of the following Student Learning Outcomes:

SLO 1: Students will be able to analyze communication content for argument, including identification of major elements, such as claim, warrants, and data.

SLO 2: Students will be able to effectively construct messages appropriate to audience, purpose, and context; including electronic media technologies.

SLO 3: Students will be able to apply Communication theories, perspectives, principles, and concepts to the analysis of communication situations.

## REQUIRED READINGS

There is no required textbook for this class, but there is plenty of required reading. All readings will be provided and posted to Blackboard by the instructor. Please do your best to keep up with the reading.

## YOUR RESPONSIBILITIES

**Reading:** Most college courses require that students spend a significant amount of time outside of class in individual study time. A typical guideline is to spend two hours per week for every class hour. This means, in a 3-credit course, six hours of outside study per week would be expected. **The “Reading Due” date is the date you need to have completed the assigned reading each day.**

**Deadlines:** Each student is responsible for meeting assignment and quiz deadlines. I will make every effort to communicate deadlines clearly and update students on any changes. If a student experiences an issue meeting a deadline, it is the student’s responsibility to communicate and discuss arrangements with the professor.

**Freedom of Expression:** Each student is strongly encouraged to participate in discussions. In any classroom situation (even a virtual one) there are bound to be many differing viewpoints represented. These differences enhance the learning experience and create an atmosphere where students and instructors alike will be encouraged to think and learn. On sensitive and volatile topics, students may sometimes disagree not only with each other but also with the instructor. It is expected that faculty and students will respect the views of others when expressed in classroom discussions.

## ASSIGNMENTS & GRADING

Your comprehension and mastery of the course material will be evaluated through a variety of methods. Grades for the class will be based on the following:

Written Assignments (5)	30%
Informative Speech	20%
Reading Quizzes (4)	20%
Discussion Topics (5)	30%

**Reading Quizzes:** There will be **four quizzes**, each worth 50 points, or 5% of your overall course grade. Each quiz will cover the required readings and viewings throughout the 5 ½ -week term. Quizzes will consist of multiple choice, fill-in-the blank, and true/false questions.

**Informative Speech:** You will research, write, and deliver **one 5-7-minute informative speech** during the final week of class. Upload the written outline of your speech to Blackboard (use the format provided) by **Monday, June 30** and upload a video recording of you delivering your speech using a Dropbox File Request provided by the instructor by **Tuesday, July 1<sup>st</sup>**. Assignment details, including grading criteria, on Blackboard.

**Discussion Board:** You are expected to participate in class discussions on the Discussion Board (on Blackboard). There will be **five discussion topics** throughout the 5-week term and your task is to respond to each thread and engage in discussion with classmates.

**Written Assignments:** There will be **five writing assignments** in this class. You will be asked to respond to a few questions based on material covered in the readings. Please double check all spelling and grammar before submitting your responses. Upload all assignments to Blackboard by the due date specified.

### **Accommodations**

SRSU Disability Services. Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. Alpine students seeking accessibility/accommodations services must contact Mary Schwartze Grisham, M.Ed., LPC, SRSU's Accessibility Services Coordinator at 432-837-8203 (please leave a message and we'll get back to you as soon as we can during working hours), or email [mschwartz@sulross.edu](mailto:mschwartz@sulross.edu) Our office is located on the first floor of Ferguson Hall (Suite 112), and our mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas, 79832.

### **Libraries**

The Bryan Wildenthal Memorial Library in Alpine. Offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting the library's website, [library.sulross.edu](http://library.sulross.edu). Off-campus access requires logging in with your LobolD and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email ([srsulibrary@sulross.edu](mailto:srsulibrary@sulross.edu)), or phone (432-837-8123).

The Southwest Texas Junior College (SWTJC) Libraries at Uvalde, Del Rio, and Eagle Pass. Offer additional access to library spaces and resources. Del Rio, Eagle Pass, and Uvalde students may also use online resources available through SWTJC website, [library.swtjc.edu](http://library.swtjc.edu). The SWTJC Libraries serve as pick-up locations for InterLibrary Loan (ILL) and Document Delivery from the Alpine campus.

### **Academic Integrity**

Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. A scholar is expected to be punctual, prepared, and focused; meaningful and pertinent participation is appreciated. Examples of academic dishonesty include but are not limited to: Turning in work as original that was used in whole or part for another course and/or professor; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on a course assignment, examination, or quiz when collaboration is forbidden.

### **Classroom Climate of Respect**

Importantly, this class will foster free expression, critical investigation, and the open discussion of ideas. This means that all of us must help create and sustain an atmosphere of tolerance, civility, and respect for the viewpoints of others. Similarly, we must all learn how to probe, oppose, and disagree without resorting to tactics of intimidation, harassment, or personal attack. No one is entitled to harass, belittle, or discriminate against another based on race, religion, ethnicity, age, gender, national origin, or sexual preference.

## COURSE CALENDAR

*The dates and topics on the following calendar are subject to change at instructor's discretion.*

DATE	TOPIC	READING DUE	ASSIGNMENT DUE
Wed May 28	Welcome to COMM 1310!	Review Syllabus	<b>Discussion Board #1:</b> Your first assignment is to introduce yourself. <b>Due by 11:59 pm.</b>
Thurs May 29	Communication Principles	<b>Reading #1:</b> "Identifying Foundations of Human Communication"	N/A
Fri May 30	Communication Principles (continued)		<b>Written Assignment #1:</b> Communication Principles and Communication Competency
Mon June 2	<b>Quiz #1</b>	N/A	<b>Reading Quiz #1</b> On Reading #1 Due by 11:59 pm CDT
Tues June 3	Communication and the Self	<b>Reading #2:</b> "Exploring Self-Awareness and Communication"	<b>Discussion Board #2:</b> Self-Image Due by 11:59 pm CDT
Wed June 4	Communication and the Self (continued)	N/A	N/A
Thurs June 5	<b>Quiz #2</b>	N/A	<b>Reading Quiz #2</b> on Reading #2 Due by 11:59 pm CDT
Fri June 6	Verbal Communication (continued)	<b>Reading #3:</b> "Understanding Verbal Messages"	
Mon June 9	Verbal Communication (continued)		<b>Written Assignment #2:</b> Language Skills Due by 11:59 pm CDT
Tues June 10	Nonverbal Communication	<b>Reading #4:</b> "Understanding Nonverbal Messages"	

Wed June 11	Nonverbal Communication (continued)		<b>Written Assignment #3:</b> Nonverbal Communication Due by 11:59 CDT
Thurs June 12	Nonverbal Communication (continued)		<b>Discussion Board #3:</b> What's in a gesture?
Fri June 13	<b>Quiz #3</b>	N/A	<b>Reading Quiz #3:</b> Verbal and Nonverbal Messages. Readings #3 and #4
Mon June 16	Listening and Responding	<b>Reading #5:</b> "Listening and Responding"	
Tues June 17	Listening and Responding		<b>Discussion Board #4:</b> Listening
Wed June 18	Listening for Meaning	N/A	<b>Written Assignment #4:</b> Listening for Meaning Exercise. <b>Due by 11:59 pm CDT</b>
Thurs June 19	Informative Speaking	<b>Reading #6:</b> "Speaking to Inform"	N/A
Fri June 20	Informative Speaking	<b>Reading #7:</b> Delivering Your Speech	N/A
Mon June 23	Informative Speaking	N/A	<b>First Part of Written Assignment #5:</b> Submit Specific Purpose Statement and Central Idea for your informative speech <b>Due by 11:59 pm CDT</b>
Tues June 24	Critical thinking and credible sources of information	TBD	N/A
Wed June 25			<b>Second Part of Written Assignment #5:</b> Submit Gathering Information Worksheet <b>Due by 11:59 pm CDT</b>

Thurs June 26	<b>Quiz #4</b>	N/A	<b>Quiz #4</b> on readings #5-7
Fri June 27	Communication & social media	TBD	<b>Discussion Board #5:</b> Social media <b>Due by 11:59 pm CDT</b>
Mon June 30	Informative speech outline (use format provided)	N/A	Submit your informative speech outline. <b>Due by 11:59 pm CDT</b>
Tues July 1	Informative speech video file due	N/A	Upload video recording of informative speech using Dropbox File Request. <b>Due by 12:00 pm CDT (noon)</b>
Wed July 2	Last day of class – Grades posted by instructor.	N/A	N/A