

Small Group Communication

COMM-3320

Fall 2020 Section 01 3 Credits 08/12/2020 to 12/05/2020 Modified 07/31/2020

Description

This course will teach students to more effectively communicate in small group settings, understand the dynamics involved in group discussions, and to learn and apply group communication theories.

Requisites

Prerequisites:

COMM 1110 Minimum Grade: C or COMM 1100 Minimum Grade: C

Corequisites:

Contact Information

Dr. Melanie Conrad

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Office Hours: M/W:

(other times by appointment)

Materials

Exploring Group Communication

Author: Phil Venditti and Scott McLean

This book can be purchased online through the following link: [Exploring Group Communication](#). Students may purchase whichever version they prefer.

Outcomes

- The student will describe the dynamics inherent in group discussions.
- The student will identify a minimum of three small group communication theories and apply them to a small group setting to improve intragroup communication.
- The student will detail the recommended steps in the group decision-making process.
- The student will evaluate his or her own role in creating the communication climate in the group.
- The student will learn to more effectively communicate in a group.

Evaluation

- Final grades will be based on a total of 415 points. Grades will be computed on a percentage basis such that 90-100% = A, 80-89.99 % = B, etc.

Assignments

Individual

- **Module Quizzes:** There will be a 15 point quiz at the end of each module. The quizzes will be a combination of multiple choice, true/false, and short answer questions based on the reading material and class lecture. The quizzes will be taken in CourseDen. There will be 6 quizzes for a total of 90 possible points.
- **12 Angry Men:** Students will view the film and complete an analysis worksheet. The film will be shown in class or can be rented from Amazon Prime or YouTube for \$3.99. This assignment is worth 50 pts.
- **Self-Analysis Essay:** Students will analyze their communication in groups (work, friendship, academic) and write a brief analysis about your current skills, areas of expertise and areas in which to improve. Students will include supporting material from the text and class lectures as they assess how the roles they play, their personal communication and decision making styles impact the process and outcome of group discussions. This essay will be 1000-1500 words. It will be worth 50 pts.

Group

- **Group Discussion:** Students will be divided into groups of approximately 6 people. They will have a discussion on a topic of their choosing that requires a decision. This discussion can occur in-person in the classroom, recorded and submitted using a meeting app (Zoom, Google Meets, etc.). Synchronous discussions can also be some combination of in-person and virtual. The instructor needs to be informed 48 hours in advance how the group will proceed. This discussion will be worth 75 pts.
- **Group Project:** Students will be divided into groups of approximately 6 people at the beginning of the semester. Students will identify a need in their area (peer group, campus, community). Working as a group they will create a website, using Google Sites, that provides information and guidance to address this need. The total point value for this project is 150 points. This includes four graded checkpoints throughout the semester. Each checkpoint is worth 25 points. The completed Google Site is worth 50 points. The checkpoints are:
 - **Define Scope:** Students will describe their project and define its scope. They will determine the criteria for success.
 - **Define Path:** Students will define the steps they need to reach their goal, recognizing that some steps need to be completed in a specific order and some do not.
 - **Owner Assignments:** Students will determine who is responsible for each item on the Path. This determination should take into account the skills and abilities each member brings to the group and assigning the best person for the task.
 - **Debrief:** Upon completion of the website students assess the quality of their work and their interaction. They will revisit their criteria for success to determine if they achieved their goal. They will discuss what worked, what didn't work, and choices they will make going forward. This checkpoint can either be submitted in writing or be done as a synchronous (virtual, in-person, or combination) or asynchronous discussion.

Schedule

Unit/Date	Tasks	Due Dates
Module One: What is a Small Group Aug. 12-29	Read Ch. 1 & 2	Define Scope: Aug. 26 Quiz: Aug. 29

Module Two: Coming Together as a Group Aug 30-Sept 16	Read Ch. 3 & 4	Define Path: Sept. 11 Quiz: Sept. 16
Module Three: Factors Impacting Small Group Interaction Sept. 17-Oct. 3	Read Ch. 5 & 6	12 Angry Men: Sept. 23 Owner Assignments: Sept 30 Quiz: Oct. 3
Module Four: Listening and Leading Oct. 4-21	Read Ch. 7 & 8	Group Discussion: Oct. 16 Quiz: Oct. 21
Module Five: Embracing Harmony, Managing Discord Oct. 22-Nov. 7	Read Ch. 9 & 10	Self-Analysis: Oct. 30 Quiz: Nov. 7
Module Six: Group Communication in the Real World Nov. 8-25	Read Ch. 11 & 12	Google Site: Nov. 20 Debrief: Nov. 25 Quiz: Dec. 2

* Course Policies and Resources

- All papers must be handed in, tests taken, and discussions given, on the date they are scheduled. If a conflict arises the instructor must be notified before it is due. During or after class is too late! *No credit will be given for work missed without prior approval*
- All assignments must be completed in order to receive credit for the course.
- Any student found guilty of plagiarism will fail the course (**NO EXCEPTIONS**). Further, any student found guilty of cheating on exams, assignments, etc. will automatically fail.
- The instructor reserves the right to make subjective judgments. This right will be used if a student speaks or acts in a manner that denigrates a person or class of people based on their race, gender, religious beliefs, sexual preference, etc.

@ College/School Policies

Mass Communications Degree Program Learning Outcomes

ACEJMC Professional Values and Competencies: The Bachelor of Science degree program in Mass Communications is accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC), and the Department is committed to preparing students with the requisite knowledge and skills to be successful in the media and communications industries after graduation. The Department has adopted as its Mass Communications degree program learning outcomes ACEJMC's 12 professional values and competencies, known as 6 X 6 MASS COMM SUCCESS, that all graduates of an ACEJMC accredited program should be aware of and able to demonstrate as scholars and professionals in the discipline. For the detailed

list of the ACEJMC professional values and competencies, see the [UWG Undergraduate Catalog \(https://catalog.westga.edu/preview_program.php?catoid=11&pooid=1991\)](https://catalog.westga.edu/preview_program.php?catoid=11&pooid=1991) or [ACEJMC - Standard 2. Curriculum and Instruction \(http://www.acejmc.org/policies-process/nine-standards/\)](http://www.acejmc.org/policies-process/nine-standards/).

6 X 6 MASS COMM SUCCESS

<p>6 X 6 MASS COMM SUCCESS (https://www.westga.edu/academics/coss/mass-communications/assets/pics/6x6_MC_Success_Graphic.JPG)</p> <p>(click to view image)</p>	<ol style="list-style-type: none">1. Freedom of Speech & Press2. History3. Diversity4. Global Impact5. Theory6. Ethics7. Think Critically & Creatively8. Research & Evaluate9. Write Effectively10. Self-Evaluate11. Apply Numbers & Statistics12. Apply Technology
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Film & Video Production Degree Program Learning Outcomes

Overview: The Bachelor of Science degree program in Film & Video Production is designed to train graduates in the field who are agile, adaptable, and able to employ their skills in an array of roles from entrepreneurial content producers to on-set film work, both above and below the line. It will provide students with a comprehensive understanding of the machinery at work behind media production and distribution, along with a set of tangible, marketable, and transferable skills for an array of positions within the infrastructure of film and content production. The FVP degree program learning outcomes include:

1. Demonstrate critical thinking, aesthetic awareness and technical proficiency in the production and assessment of audio-visual film work.
2. Understand all phases and roles of film production in order to help formulate career goals.
3. Understand the various potentials of film as both a commodity for a targeted audience, and an act of authorship and creative expression.
4. Demonstrate an understanding of the diversity of peoples and cultures and of the significance and impact of cinema in a global society.

Institutional Policies

Academic Support

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services \(https://www.westga.edu/student-services/counseling/accessibility-services.php\)](https://www.westga.edu/student-services/counseling/accessibility-services.php).

Center for Academic Success: The [Center for Academic Success \(http://www.westga.edu/cas/\)](http://www.westga.edu/cas/) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu.

University Writing Center: The [University Writing Center \(https://www.westga.edu/writing/\)](https://www.westga.edu/writing/) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu.

Online Courses

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online \(https://uwgonline.westga.edu/\)](https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide \(http://uwgonline.westga.edu/online-student-guide.php\)](http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares \(http://www.westga.edu/UWGCares/\)](http://www.westga.edu/UWGCares/) site. [Online counseling \(https://www.westga.edu/student-services/counseling/index.php\)](https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook \(https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php\)](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php).

UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional_information#\(http://www.usg.edu/hb280/additional_information\)](http://www.usg.edu/hb280/additional_information#(http://www.usg.edu/hb280/additional_information))

You may also visit our website for help with USG Guidance: [https://www.westga.edu/police/campus-carry.php\(https://www.westga.edu/police/campus-carry.php\)](https://www.westga.edu/police/campus-carry.php(https://www.westga.edu/police/campus-carry.php))

Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the [Counseling Center](#). Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in [Health Services](#). To report a concern anonymously, please go to [UWGcares](#).

ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the [E.L.L. resource page](#) for more information.

COVID-19

Proctored Exams/Online Instruction: Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

Face Coverings: Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.

Student FAQs: For more information about UWG COVID-19 guidance for students visit the [Student FAQ webpage\(https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php\)](https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php).

Additional Items
