COMM 2 SYLLABUS

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General Course Objectives

I. To provide students with a comprehensive knowledge of small group communication processes.
II. To provide students with the ability to apply conceptual ideas about effective group discussion techniques to practical communication situations.
III. To develop students' communication competence in small group and team settings.

Assignments

I. SYMPOSIUMS--the symposium format is a public forum in which group members (usually 5 to 7) present short prepared speeches on a central question or topic. In both symposium projects, a group is free to divide responsibilities among members as determined by group consensus. All members must participate in the oral presentations, and presentation responsibilities should be divided fairly equally.

A. Symposium One: Topic areas and procedures for this assignment will be announced in class

   1. Length of presentation—20-30 minutes
   2. Maximum Points: 100

B. Symposium Two: Topic areas and procedures for this assignment will be announced in class

   1. Length of presentation—20-30 minutes
   2. Maximum points: 100

II. COOPERATIVE EXAMS

Cooperative testing allows students to work together in a group (5 to 7 members) on examination questions that check knowledge of key concepts and points presented in the text and in class.

A. Cooperative Exam ONE--this test will cover Chapters 1 to 3 of the text. The format will be multiple-choice and true-false. Multiple-choice questions will have four possible answers. You will choose all answers deemed correct (more than one may be correct, even all four). True-false questions will follow standard form.

   1. Group cooperation--each group will take the exam together without benefit of notes or text. Although each group member will be given a copy of the test, one copy will
2. **Grading**—all members of the group will receive the score on the group test unless individuals earn an insufficient score on the individual accountability measure. Individual accountability is determined by a second test (immediately following the group test) given to all group members working separately without benefit of group interaction. The individual test is composed of multiple-choice and true-false questions covering exactly the same material as the group test with a proportionate number of questions from each chapter of the text. Failure to score 80% or above on the individual test will result in the reduction of that individual group member's test score as follows:

- Between 70-79 = loss of 5 points from group score
- Between 60-69 = loss of 10 points from group score
- Between 50-59 = loss of 20 points from group score
- Below 50 = loss of 30 points from group score

Thus, if the group score is 87 and the individual score is 65, the individual will receive a 77 for the test (87 minus 10 points). Any group member scoring a perfect 100 points on the individual test will receive a bonus of 5 points. **PLEASE NOTE:** if group members' individual exam scores average higher than their group's averaged scores, I will use the higher of the two.
B. **Cooperative Exam TWO**—this test will cover Chapters 4 through 6. The same procedure used for Cooperative Exam ONE will be used for this test. **NOTE:** one alteration—True-False questions answered FALSE will require an explanation concerning why they are False. Half-credit for correct false answers and half-credit for providing the correct reason justifying the false answer will be given.

C. **Cooperative Exam THREE (FINAL EXAM)**—This will be a comprehensive exam covering material from the entire term (Chapters 7-10 included). This is your FINAL EXAM. All questions will pertain to the movie “Twelve Angry Men.” You will view this film outside of class (copies are available on 24-hour, off-site reserve in the Cabrillo library. Local video rental stores and Netflix also have copies.) Due to the challenging nature of this exam, this will be an open-book/open notes test! Additional details on this exam will be provided in class.

D. Maximum points: **300 (100 points per exam)**

E. **NOTE:** You should access the IN MIXED COMPANY website at www.cengage.com/communications/rothwell/inmixedcompany7e for **PRACTICE EXAMS** for each text chapter.

F. **EXTRA CREDIT** Cooperative Exam

1. You will view in class an edited version of the movie “13 Days.”
2. A multiple-choice, true-false exam will be given on the movie in the very next class period.
3. The same procedure used in Exams #2 and #3 will be used for this full-period exam.
4. Maximum extra credit: **10 points** (based on final score on exam)
   a. 95-100 = 10 pts.
   b. 90-94 = 8 pts.
   c. 85-89 = 6 pts.
   d. 80-84 = 4 pts.
   e. 70-79 = 2 pts.
   f. Below 70 = 0 pts.
5. **NOTE:** This exam, in addition to providing an opportunity to earn valuable extra credit points, also serves as practice for the final exam on the movie “12 Angry Men.”

III. **RESPONSIBILITIES to your study/project groups**

A. Each class member will join a project/study group for preparation/presentation of projects and for taking cooperative exams.

B. **Duties & responsibilities to group:**

1. Attend ALL study and project preparation sessions
2. Come prepared to study (have chapters read) and help prepare projects
3. Contribute during study/project sessions (don't just breathe the air)

C. **Failure to fulfill duties and responsibilities:**

1. Group may vote to expel an individual from the group; vote must be unanimous
2. Decision becomes final only after consultation with and approval from Instructor.
3. Expulsion from group means individual expelled must take the next exam by him- or herself (big disadvantage). Expulsion before project presentation will result in a zero grade for expelled member for that project.

IV. PARTICIPATION/ATTENDANCE

A. Participation--This course requires active participation each day of class so it is important for you to attend every class session, arrive on time, and come prepared. Your participation not only enhances your own learning, it benefits other students in the class, especially when the class is doing group work. Your level of participation is reflected in your grade and since you can’t participate if you are not in class, absences will affect your grade.

B. Attendance-- Your class participation/attendance grade is worth a maximum of 50 points. You are allowed one (1) week's worth of absences without penalty. This allows for sickness, emergencies, or lousy parking karma. Final allocation of attendance points will be as follows:

<table>
<thead>
<tr>
<th>Absences</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-2</td>
<td>50</td>
</tr>
<tr>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>4</td>
<td>35</td>
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<td>5</td>
<td>25</td>
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<td>6</td>
<td>10</td>
</tr>
<tr>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>8+</td>
<td>administratively dropped from course with an &quot;F&quot;.</td>
</tr>
</tbody>
</table>

C. TWO (2) TARDIES = 1 absence; a tardy = late 5 minutes or more (by class clock)
D. Term grades--computed on the standard 90-100 average = A, 80-89 = B, etc.

TOTAL POINTS POSSIBLE: 600

GENERAL POLICY: DISAGREE WITHOUT BEING DISAGREEABLE.

SPECIFIC POLICY: TURN OFF ALL ELECTRONIC DEVICES THAT MIGHT DISTURB THE CLASS (CELL PHONES, ETC.), NO TEXT MESSAGING ALLOWED DURING CLASS—PERIOD!!! NO SURFING THE NET UNLESS IT IS GROUP PROJECT AND CLASS RELEVANT! Repeated violation of this policy may result in point deduction from your class participation/attendance grade!!