

COMM 1311: Introduction to Communication Studies

Section 064

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Course Description: Theory and practice related to the dynamics of human communication. An examination of the process of attributing and sharing meaning, and the factors influencing intrapersonal, interpersonal, small group, organizational, rhetoric and public speaking, and mass communication.

Student Learning Outcomes

- Understand, analyze, and practice effective and ethical oral communication in forms and styles appropriate for various situations, purposes and audiences they serve.
- Create and deliver effective presentations.
- Apply effective approaches to human relational interaction through interactions and reflection planning in various settings and with diverse others.

Textbook: *Communication in the Real World: An Introduction to Communication Studies*.

- The digital version of the textbook is available on Canvas as an open access educational resource.
- This means students **DO NOT** need to purchase a textbook and have access to it online.
- It is recommended that students download the book onto a computer for quick and easy access.

Assignment Grade Breakdown

<u>Assignment</u>	<u>Points</u>	<u>Assignment</u>	<u>Points</u>
Assessments (6 @ 10 pts)	60	Neologism Experiment	20
Reflections (7 @ 10 pts)	70	Career Comm Strategy Plan	10
Lesson Responses (10 @ 3 pts)	30	Persuasive Speech	20
		Total	210

Week	Unit	Content	Reading	Due
Jan 12	1	<ul style="list-style-type: none">Syllabus IntroductionReflection Assignments and Rubric OverviewModels and Comm Competence	Ch 1	<ul style="list-style-type: none">Reflection 1 “Humans I don’t understand.”Lesson Response 1 (Ch 1)
Jan 19	1	<ul style="list-style-type: none">Perceiving Self and OthersNeologism Assignment Overview	Ch 2	<ul style="list-style-type: none">Reflection 2 “Humans I don’t understand.”
			Ch 3	<ul style="list-style-type: none">Lesson Response 2 (Ch 2)
Jan 26	1	<ul style="list-style-type: none">Assessment 1Nonverbal Communication	Ch 1 – 3	<ul style="list-style-type: none">Assessment 1
			Ch 4	<ul style="list-style-type: none">Lesson Response 3 (Ch 4)
Feb 2	2	<ul style="list-style-type: none">Listening and Relationships	Ch 5	<ul style="list-style-type: none">Neologism Experiment

			Ch 7	<ul style="list-style-type: none"> Lesson Response 4 (Ch 5, 7)
Feb 9		<ul style="list-style-type: none"> Interpersonal Communication 	Ch 6	<ul style="list-style-type: none"> Reflection 3 “Interpersonal strategy for improvement plan.”
Feb 16	2	<ul style="list-style-type: none"> Assessment 2 	Ch 4 – 7	<ul style="list-style-type: none"> Lesson Response 5 (Ch 6) Assessment 2
Feb 23	3	<ul style="list-style-type: none"> Small Group Development Work on Reflection 4 	Ch 13	<ul style="list-style-type: none"> Lesson Response 6 (Ch 13) Reflection 4 “Conformity and conflict.”
March 2	3	<ul style="list-style-type: none"> Assessment 3 Org Comm Leadership 	Ch 13 Ch 14	<ul style="list-style-type: none"> Assessment 3 Reflection paper 5 “Workplace team leadership plan.”
March 9		<ul style="list-style-type: none"> Spring Break 		
March 16		<ul style="list-style-type: none"> Work on Career Comm Strategy Plan Assessment 4 	Ch 14	<ul style="list-style-type: none"> Lesson Response 7 Assessment 4
March 23	5	<ul style="list-style-type: none"> Preparing and Delivering a Speech Persuasive Speech Overview 	Ch 9 Ch 10	<ul style="list-style-type: none"> Career Comm Strategy Plan
March 30		<ul style="list-style-type: none"> Informative and Persuasive Speaking Speaking in Various Contexts 	Ch 11	
April 6	5	<ul style="list-style-type: none"> Assessment 5 Media and Technology 	Ch 12 Ch 9 – 12	<ul style="list-style-type: none"> Assessment 5 Lesson Response 8 (Ch 12)
April 13	5	<ul style="list-style-type: none"> Recording Persuasive Speeches 	Ch 15	<ul style="list-style-type: none"> Lesson Response 9 Reflection 6 “Media as society - what media do you watch and what is it promoting?” Persuasive Speech
April 20	5	<ul style="list-style-type: none"> New and Social Media 	Ch 16	<ul style="list-style-type: none"> Lesson Response 10 Reflection 7 “Social media life strategy.”
April 27	6	<ul style="list-style-type: none"> Assessment 6 	Ch 15 – 16	<ul style="list-style-type: none"> Assessment 6

Use of Artificial Intelligence Software to Complete Assignments

The use of generative AI tools (such as ChatGPT, DALL-E, etc.) are not permitted in this class; therefore, any use of AI tools for work in this class is considered a violation of UTT's Student Code of Conduct, since the work is not your own. The use of unauthorized AI tools will result in failure for the assignment, the course, or other academic discipline. The instructor will use software checking systems on student work that appears to be AI-generated.

Grading Scale

A	93 – 100 %
A-	90 – 92 %
B+	88 – 89 %
B	83 – 87 %
B-	80 – 82 %
C+	78 – 79 %
C	73 – 77 %
C-	70 – 72 %
D+	68 – 69 %
D	63 – 67 %
D-	60 – 62 %
F	Below 60 %

Discussion of Grades: Students are encouraged to ask questions about their assignment assessments and grades. This is an important part of the learning process, and the instructor is expected to assist with these questions to ensure comfort of the student and accuracy of communication between instructor and student. However, as discussions of grades are private, inquiries will not be addressed in a public forum. **The instructor will not break FERPA laws by discussing grades with anyone except the appropriate student.** Questions about grades and evaluations can only take place in the privacy. **Requests for grade adjustments must be made in writing.**

Second Chances/Do-Overs of Assignments: Requesting second chances/do-overs to complete assignments creates a situation in which the instructor faces the possibility of practicing inequality if some students are given chances that others are not. These requests will NOT be accommodated.

Late Work: Late work is not usually graded but will be considered based upon a written request explaining any extenuating circumstances.

Attendance: Most days have assignments due, big or small. Students are expected to be in Canvas, working with materials, and preparing for course assignments each day.

POLICIES

UT Tyler Honor Code:

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do. To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: uttyler.edu/mopp/documents/2.7-student-organizations.pdf

UT Tyler Is a Tobacco-Free University:

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted

include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products. There are several cessation programs available to students looking to quit smoking, including counseling, quit lines, and group support. For more information on cessation programs please visit uttyler.edu/offices/human-resources/wellness/tobacco-cessation/.

Academic Honesty and Academic Misconduct:

The UT Tyler community comes together to pledge that “Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.” Therefore, we enforce the Student Conduct and Discipline policy (links to an external site) in the Student Manual of Operating Procedures (Section 8).

Student Standards of Academic Conduct:

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

- “Cheating” includes, but is not limited to:
 1. copying from another student’s test paper;
 2. using, during a test, materials not authorized by the person administering the test;
 3. failure to comply with instructions given by the person administering the test;
 4. possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes.” The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
 5. using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
 6. collaborating with or seeking aid from another student during a test or other assignment without authority;
 7. discussing the contents of an examination with another student who will take the examination;
 8. divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be returned or to be kept by the student;
 9. substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
 10. paying or offering money or other valuable thing to, or coercing another person to, obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
 11. falsifying research data, laboratory reports, and/or other academic work offered for credit;
 12. taking, keeping, misplacing, or damaging the property of UT Tyler, or of another, if the student knows or reasonably should know, that an unfair academic advantage would be gained by such conduct; and
 13. misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
- “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.
- “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

- All written work that is submitted will be subject to review by plagiarism software.

The UT Tyler Writing Center:

The Writing Center provides professional writing tutoring for all students in all disciplines. If you wish to use the Writing Center, you should plan for a minimum of two hour-long tutorials per assignment: the first to provide an initial consultation and drafting plan, and the second to follow up. Be prepared to take an active role in your learning, as you will be asked to discuss your work during your tutorial. While Writing Center tutors are happy to provide constructive criticism and teach effective writing techniques, under no circumstances will they fix, repair, or operate on your paper. Appointments: 903-565-5995, writingcenter@uttyler.edu

Disability/Accessibility Services:

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), UT Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application.

The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, #3150 or call 903-566-7079.

Grade Replacement/Forgiveness and Census Date Policies:

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated (September 3, 2021). Grade Replacement Contracts are available in the Enrollment Services Center or at uttyler.edu/registrar. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three (3) course repeats during their career at UT Tyler; graduates are eligible for two (2) grade replacements. Full policy details are printed on each Grade Replacement Contract. The Census Date (September 8, 2025) is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, and approvals for taking courses as Audit, Pass/Fail, or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date).
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade).
- Being reinstated or re-enrolled in classes after being dropped for non-payment.
- Completing the process for tuition exemptions or waivers through Financial Aid.

Incomplete Grade Policy:

If a student, because of extenuating circumstances, is unable to complete all the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I"

may be assigned in lieu of a grade **only** when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F.

Grade Appeal Policy:

UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the chair/director, you may move the appeal to the Dean of the College offering that course who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The Grade Appeal form is found on the Registrar's Form Library.

Withdrawing from Class:

Students are allowed to withdraw or drop from this course through the University's Withdrawal Portal. Texas law prohibits students who began college for the first time in Fall 2007 or thereafter from dropping more than six (6) courses during their entire undergraduate career. This includes courses dropped at other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications.

We encourage you to consult your advisor(s) and financial aid for additional guidance. **CAUTION #1:** Withdrawing before census day does **not** mean you get a full refund. Please see the Tuition and Fee Refund Schedule. **CAUTION #2:** All international students must check with the Office of International Programs before withdrawing. All international students are required to enroll full-time for Fall and Spring terms.

Military Affiliated Students:

UT Tyler honors the service and sacrifices of our military affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with your instructor if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your instructor aware of any complications as far in advance as possible to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military affiliated students are in the Military and Veterans Success Center (MVSC). The MVSC can be reached at MVSC@uttyler.edu, or via phone at 903-565-5972.

Emergency Exits and Evacuation:

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, fire department, or Fire Prevention Services.

FERPA

UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements to protect your confidential information.

Absence for Official University Events or Activities

This course follows the practices related to [Excused Absences for University Events or Activities](#) as noted in the Catalog.

Absence for Religious Holidays

This course follows the practices related to [Excused Absences for Religious Holy Days as noted in the Catalog](#).

Absence for Pregnant Students

This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports. Students should reach out to the Parenting Student Liaison at parents@uttyler.edu and also complete the [Pregnant and Parenting Self-Reporting Form](#).

Campus Carry

We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

UT Tyler Resources for Students:

- UT Tyler Writing Center (903-565-5995), writingcenter@uttyler.edu
- UT Tyler Tutoring Center (903-565-5964), tutoring@uttyler.edu
- The Mathematics Learning Center, RBN 4021, is an open access computer lab for math students with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903-566-7254)