



School of Arts and Science
PSYCHOLOGY DEPARTMENT
PSYC 154 (X14)
Interpersonal Skills
FALL 2021

COURSE OUTLINE

Instructor Information

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| Instructor | Arloene Burak, M.Sc., R.C.C. |
| Time | Monday: 1:00 – 3:50 |
| Location | Belmont Secondary School (A111) |
| Office Hours | Half hour before and after class |
| Email | BurakA@camosun.bc.ca |

Acknowledgement

Camosun College campuses are located on the traditional territories of the Lkwungen and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Intended Learning Outcomes

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

1. Identify key concepts describing interpersonal relationships.
2. Describe basic principles and theories of communication.
3. Analyze personal life events using course vocabulary, concepts and theory.
4. Demonstrate active listening in sample interviews and observations.
5. Work collaboratively through the application of active listening skills and conflict resolution skills.
6. Describe, evaluate and demonstrate the components of empathy.
7. Differentiate between a person's (self or other) thoughts, feelings, and behaviours.

Required Materials

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| Textbook | Adler, R.B & Proctor II, R.F. (2020), <i>Looking Out, Looking In, 4th Canadian Edition</i> . Nelson Publishing: Toronto, Ontario. This text can be purchased as a book or e-book. <ul style="list-style-type: none">• MindTap is optional. |
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Course Description and Objectives

PSCY 154 will begin September 13th and end December 6th. This course provides an examination of theory on interpersonal communication and an opportunity to implement the theory into practice. Students will explore material during lectures as well as practice specific skills in a series of structured exercises involving pairs and groups in a safe and supportive environment. At the completion of this course, students should have an increased understanding of communication theory well as well as the opportunity to develop effective interpersonal skills and self-awareness.

Course Website

The Psyc 154 Website will be accessible through the Camosun Desire2Learn (D2L) system. This site includes an online copy of the course outline, PowerPoint course notes and lecture slides, assignments, videos, and other course information (<http://online.camosun.ca/>). To access the course material, click on the **My Tools** tab drop down menu and then on **Content**. Each week of the semester covers a module including the assigned chapter from the textbook and the corresponding videos. Reading the textbook is essential.

Basis of Student Assessment (Weighting)

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|------------------------------------|------------|
| Quizzes (5 Quizzes at 13% each) | 65% |
| In Class Participation/Assignments | 5% |
| Reflection Journal | 10% |
| Group Presentation | <u>20%</u> |
| | 100% |

Quizzes (65% course grade):

There will be five quizzes in this course corresponding to the textbook, lecture PPT slides, and videos (see class schedule for dates). Quiz #1 will cover Chapters 1 & 2 (worth 13%). Quiz #2 will cover Chapters 3 & 4 (worth 13%). Quiz #3 will cover Chapters 5 & 6 (worth 13%). Quiz #4 will cover Chapters 7 & 8 (worth 13%). Test #5 will cover Chapters 9 & 10 (worth 13%). Of the five quizzes, the lowest grade will be dropped. Students are required to complete all five quizzes. Quizzes will consist of multiple choice and short answer questions.

In Class Participation/Assignments (5% of course grade):

As an interpersonal relations course, an important part of learning involves exploration of material through class discussion. Although not all students may feel comfortable contributing in a larger group setting, there will also be opportunities for student to feel more comfortable in smaller group discussions. It is important that students have read the assigned chapters before class and feel prepared to share their thoughts on the material.

Participation will be evaluated based on class attendance and quality of meaningful contributions in class. Students are expected to attend at least 80% of the class to receive full marks. There will be no opportunities to make up these points as you can occasionally miss a class and still receive the full 10%. The quality, not quantity, of students' contributions is essential for participation. Quality contributions might look like offering thoughtful comments on issues and theory, asking questions that move the discussion forwards, as well as building on the comments of others.

There will be short assignments to be completed within class with the purpose of applying the skills and ideas of the course. Students will have the option to work in pairs and/or groups of three. These short assignments will be graded as satisfactory or unsatisfactory.

Group Presentation (20% of course grade):

In teams of 3 to 4 students, groups will make a PowerPoint presentation on a current topic discussed in class. To illustrate the aspect of interpersonal communication, role plays, and class activities will be an essential part of the presentation. Presentation details will be discussed in class and guidelines will be provided on the course site. Groups will be formed during the first class and subsequent time in class will be devoted to group work.

Reflection Journal (10% of course grade):

Students will keep a journal with one entry per week, in response to the topics covered in the class, TO A MINIMUM OF 10 ENTRIES. Journal entries should be at least 100 words, double-spaced and typed. Reflection journals are an opportunity to describe one's reactions to the topics and critique one or two points. Specific reflection questions will be offered in class and students will be invited to reflect on and integrate the concepts with their personal experience. The journals will be due on the last day of class on December 8th. Please select "**Assignments**" from the **My Tools** drop down menu in D2L to submit your reflection journal online.

Please note that LATE WORK WILL ONLY BE ACCEPTED IN EXTREME CASES. PLEASE SCHEDULE YOUR TIME TO MEET ALL DUE DATES. **You must contact me in advance if you are unable to meet a deadline.**

Grading System

| Percentage | Grade | Description | Grade Point Equivalency |
|------------|-------|-------------|-------------------------|
| 90-100 | A+ | | 9 |
| 85-89 | A | | 8 |
| 80-84 | A- | | 7 |
| 77-79 | B+ | | 6 |
| 73-76 | B | | 5 |
| 70-72 | B- | | 4 |

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|-------|----|---|---|
| 65-69 | C+ | | 3 |
| 60-64 | C | | 2 |
| 50-59 | D | Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite. | 1 |
| 0-49 | F | Minimum level has not been achieved. | 0 |

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

| Temporary Grade | Description |
|-----------------|--|
| I | <i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family. |
| IP | <i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion). |
| CW | <i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement. |

STUDENT CONDUCT POLICY

There is a Student Conduct Policy which includes plagiarism. It is the student's responsibility to become familiar with the contents of this policy. The policy is available on the College web site in the Policy Section.

PSYCH 154 – TIMETABLE – Fall 2021

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|----------------------------------|---|
| September 13th | Introduction & A First Look at Interpersonal Communication (Chapter 1) |
| September 20th | Communication and Identity: Creating and Presenting the Self (Chapter 2) |
| September 27th | Quiz #1 (Ch. 1 & 2) Perception: What You See Is What You Get (Chapter 3) |
| October 4th | Emotions: Feeling, Thinking, and Communicating (Chapter 4) |
| October 13th | No Class: Thanksgiving |
| October 18th | Quiz #2 (Ch. 3 & 4) Language: Barrier and Bridge (Chapter 5) |
| October 25th | Nonverbal Communication: Messages beyond Words (Chapter 6) |
| November 1st | Quiz #3 (Ch. 5 & 6) Listening: More Than Meets the Ear (Chapter 7) |
| November 10th | Communication and Relational Dynamics (Chapter 8) |
| November 17th | Quiz #4 (Ch. 7 & 8) Improving Communication Climates (Chapter 9) |
| November 24th | Communication Climate (Chapter 10) |
| December 1st | Group Presentations |
| December 8th | Quiz #5 (Ch. 9 & 10) Group Presentations Reflection Journal Due |

****Note: This schedule is tentative and any changes will be discussed in class.**

College Supports, Services and Policies

Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g., illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> <http://camosun.ca/services/sexual-violence/get-support.html#urgent>.

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource center, help center, learning skills, sexual violence support & education, library, and writing center. For more information on these services, visit the STUDENT SERVICES link on the College website at <http://camosun.ca>.

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the College's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not

limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.