



UNIVERSITY of HAWAII*
WINDWARD
COMMUNITY COLLEGE

SP-181, INTRODUCTION TO INTERPERSONAL COMMUNICATION

3 Credits (CRN 63242 / 63243 / 63326)

INSTRUCTOR: Jeff Ho

OFFICE: Hale Manaleo 106 [*CLOSED during pandemic*]

VIRTUAL OFFICE HOURS (times students may drop in for help): Almost anytime with 24-hour notice. Please email me to set up a time to meet on Zoom.

Jeff's Personal Zoom Meeting Room

<https://hawaii.zoom.us/j/2277682755>

EMAIL: jbho@hawaii.edu

EFFECTIVE DATE: FALL 2022 (10/17-12/09)

FORMAT: Intensive, 8-week, asynchronous, online course

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko'olau region of O'ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

Introduction to basic principles of interaction between two people. Emphasis is on enhancement of skills in a variety of interpersonal contexts.

Prerequisite(s): Placement in ENG 21 or ENG 23 or higher.

STUDENT LEARNING OUTCOMES

As a result of taking this course, students can expect to attain the following outcomes:

1. Analyze situations in terms of communication models, identifying perspective and perception.
2. Demonstrate improvement in listening skills through tests and critical analysis of other students by avoiding listening problems and practicing guidelines for listener feedback.
3. Determine the source of individual values and development in understanding and analyzing self-image as the communicator.
4. Recognize nonverbal communication identifying body language, gesture, facial expression, and posture.
5. Apply effectively specific skills to improve assertiveness.
6. Define conflict/stress and identify steps in reaching a mutually acceptable decision.
7. Trace the development of relationships, identifying major steps of each level, and analyzing the progression of these levels.

ASSESSMENT TASKS AND GRADING

The table below lists the tasks required in order to succeed in this class.

Assignments	#	pts	total
Self-Introduction / Flip Test	1	1	1
Flip Videos	8	3	24
Quizzes	8	3	24
Discussion Forum Essays	8	4	32
RISE Feedback	8	2	16
Summary Video	1	3	3
Total points =			100

Your grade will be based on the total number of points you earn as outlined directly below. Use the “Gradebook” tab in Laulima to keep track of your points throughout the semester.

Excellent	A (90-100)
Above Average	B (80-89)
Average	C (70-79)
Minimal Passing	D (60-69)
Failure	F (0-59)

LEARNING RESOURCES

Required Textbook: Adler, Ronald B., and Russell F. Proctor. Looking Out Looking In. 15th ed. Boston: Wadsworth, 2017.

Select the textbook option for the section (CRN number) you enrolled in (log into Laulima before clicking the links below):

If you enrolled in [CRN 63242, your electronic textbook can be found here.](#)

If you enrolled in [CRN 63243, your electronic textbook can be found here.](#)

If you enrolled in [CRN 63326, your electronic textbook can be found here.](#)

Materials posted on Laulima: Syllabus, assignments, class materials, and announcements will be distributed to the class via Laulima. It is your responsibility to regularly check your Laulima account. Log in using your UH username and password. Please check your email frequently as the instructor often sends information via email. The address for accessing Laulima is: <https://laulima.hawaii.edu/portal/site/WIN.63242.202310/>

COURSE SCHEDULE

The following is a tentative schedule. Please check our Lualima course page for detailed instructions, learning activities, and assignments.

Week	Learning Objective	Assignments	Pts.	Due
DUE the first day of class:		Self-Introduction and Flip Test	1	Mon. 10/17
Week 1	Communication models (CLO1)	Read Chapter 1: A FIRST LOOK AT INTERPERSONAL COMMUNICATION		
		1.1 - Flip #1: Communication Models	3	Tues. 10/18
		1.2 - Quiz #1 (Ch.1)	3	Tues. 10/18
		1.3 - Discussion Forum #1	4	Thurs. 10/20
		1.4 - RISE Feedback #1	2	Sun. 10/23
Week 2	Perspective and Perception (CLO1)	Read Chapter 4: PERCEPTION		
		2.1 - Flip #2: Perspective and Perception	3	Tues. 10/25
		2.2 - Quiz #2 (Ch. 4)	3	Tues. 10/25
		2.3 - Discussion Forum #2	4	Thurs. 10/27
		2.4 RISE Feedback #2	2	Sun. 10/30
Week 3	Listening Skills, Problems and Feedback (CLO2)	Read Chapter 8: LISTENING		
		3.1 - Flip #3: Listening Skills	3	Tues. 11/1
		3.2 - Quiz #3 (Ch. 8)	3	Tues. 11/1
		3.3 - Discussion Forum #3	4	Thurs. 11/3
		3.4 - RISE Feedback #3	2	Sun. 11/6
Week 4	Individual Values and Self-Image as the Communicator (CLO3)	Read Chapter 3: COMMUNICATION AND IDENTITY		
		4.1 - Flip #4: Individual Values and Self-Image	3	Tues. 11/8
		4.2 - Quiz #4 (Ch. 3)	3	Tues. 11/8
		4.3 - Discussion Forum #4	4	Thurs. 11/10
		4.4 - RISE Feedback #4	2	Sun. 11/13
Week 5	Nonverbal communication (CLO4)	Read Chapter 7: NONVERBAL COMMUNICATION		
		5.1 - Flip #5: Nonverbal Communication	3	Tues. 11/15
		5.2 - Quiz #5 (Ch. 7)	3	Tues. 11/15
		5.3 - Discussion Forum #5	4	Thurs. 11/17
		5.4 - RISE Feedback #5	2	Sun. 11/20
Week 6	Assertiveness (CLO5)	Read Chapter 11: IMPROVING COMMUNICATION CLIMATES		
		6.1 - Flip #6: Assertiveness	3	Tues. 11/22
		6.2 - Quiz #6 (Ch.11)	3	Tues. 11/22

		6.3 - Discussion Forum #6	4	Fri. 11/25
		6.4 - RISE Feedback #6	2	Sun. 11/27
Week 7	Conflict (CLO6)	Read Chapter 12: MANAGING INTERPERSONAL CONFLICTS		
		7.1 - Flip #7: Conflict	3	Tues. 11/29
		7.2 - Quiz #7 (Ch. 12)	3	Tues. 11/29
		7.3 - Discussion Forum #7	4	Thurs. 12/1
		7.4 - RISE Feedback #7	2	Sun. 12/4
Week 8	Stages of Relationships (CLO7)	Read Chapter 9: COMMUNICATION AND RELATIONAL DYNAMICS		
		8.1 - Flip #8: Stages of Relationships	3	Tues. 12/6
		8.2 - Quiz #8 (Ch. 9)	3	Tues. 12/6
		8.3 - Discussion Forum #8	4	Thurs. 12/8
		8.4 - RISE Feedback #8	2	Fri. 12/9
		8.5 - Summary Video	3	Fri. 12/9

DISABILITIES ACCOMMODATIONS

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class. Roy Inouye can be reached at (808) 235-7448, royinouy@hawaii.edu, or you may stop by Hale Kāko‘o 106 for more information.

SEX DISCRIMINATION AND GENDER-BASED VIOLENCE RESOURCES (TITLE IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Jojo Miller, Confidential Advocate
 Phone: (808) 348-0663
 Email: advocate@hawaii.edu
 Office: Hale Kāko‘o 110

Desrae Kahale, Mental Health Counselor & Confidential Resource
 Phone: (808) 235-7393
 Email: dkahale3@hawaii.edu
 Office: Hale Kāko‘o 101

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University's Title IX resources and the University's Policy, Interim EP 1.204, go to manoa.hawaii.edu/titleix/

ACADEMIC INTEGRITY

Work submitted by a student must be the student's own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

ALTERNATE CONTACT INFORMATION

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alakai 121
- Phone: (808)235-7422