COMM 115 (Fundamentals of Communication) & FYE 101 (First-Year Experience)
[ MW 1-1:50 and F 12-1:50 @ RVAC102 ]

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OFFICE: Vance Academic Center 317-06
OFFICE HOURS: W 3:30-5 p.m.; R 1-2 p.m.; F 11-12 noon & 2-3:30 p.m.; By appointment

REQUIRED TEXTS:
FYE 101 (L): Ten Skills You Really Need To Succeed In College by Langan

This 4 credit class fulfills 3 credits of requirements in Skill Area 1 for General Education, and 1 credit fulfills your First-Year Experience requirement.

COMMUNICATION CONTENT OBJECTIVES:
1. To help students develop into organized and confident speakers and communicators.
2. To enable students to make decisions, work cooperatively in groups/teams, resolve conflicts and build rewarding interpersonal relationships.
3. To encourage students’ awareness about their self, their communication skills and their changing self-image as college students.

FIRST YEAR EXPERIENCE (FYE) OBJECTIVES:
1. To aid students in their transition from high school to college.
2. To help students develop the academic skills necessary to succeed in their courses (e.g., writing, note taking, studying, speaking)
3. To make students aware of the resources (academic, cultural, personal, and social) available at the university.
4. To help students develop survival skills (the basic approaches students need to master for preventing and solving problems that inevitably arise)
5. To help develop a sense of the university as a community in which the students get involved in study groups, extracurricular activities, service organizations, sports, etc.
6. To enable and encourage students both to think critically and to cultivate their own “voices” through assignments that employ active learning techniques.

IMPORTANT POLICIES:

1. ATTENDANCE- - -
Communication requires both a speaker and an audience. Since important group and individual work will be conducted during class time, all students should attend every class session and be on time. You will be responsible for all work missed! For each absence (excused or unexcused) over 4, your overall final grade will be reduced by 1/4th of a letter grade. Because Friday’s class is a double-session, absences on Friday will count as 2 absences (toward your 4 absence limit).
2. ASSIGNMENTS--

Your final grade will be based upon the successful completion of the following:

WEEKLY JOURNAL ASSIGNMENTS (30% of grade; 2% each):
These will apply what you learn in the classroom to your own experiences; good grammar and spelling will be a requirement for success. Unless otherwise instructed, these should be typed. You will be assigned 15 journals; you must do them all! **You may replace your lowest grades on 2 of these journals (with a 10) by participating in the Collegiate Learning Assessment.**

MID-TERM EXAM (15% of grade)/FINAL EXAM (**2 p.m. on DEC. 19**; 15% of grade):
Multiple-choice and short essay closed-book tests on Communication concepts, based on lecture and COMM115 textbook. FINAL will cover material from the second half of the course only.

SCAVENGER HUNT PRESENTATION (5% of grade; 3-5 minutes in groups of 2)

INFORMATIVE SPEECH (15% of grade; 6-8 minutes):
An individual presentation teaching us something about you (a hobby, event, experience, etc.) and using visual aids.

GROUP PRESENTATION (15% of grade; 20-25 minutes in groups of 4 or 5):
This group presentation will require research, inform us about a problem relevant to college freshmen (e.g., teen pregnancy; homesickness; dating violence; drug and alcohol use; campus safety; poor nutrition) and present viable solutions to that problem.

OTHER/CLASS PARTICIPATION (5% of grade):
Since this is the first offering of FYE101, I reserve the right to integrate surprise quizzes and additional assignments that will count in this area. Primarily, this part of your grade will reflect your beneficial participation in the many classroom activities.

3. LATE WORK--

**Failure to attend class on a day that you are required to speak** (or on the day of an exam) **will result in an "F" grade for that assignment.** YOU MUST PRESENT YOUR SPEECH IN CLASS ON THE DAY SCHEDULED!!! Make-ups and postponements are not allowed under any circumstances! (You will be allowed to choose the day on which you speak, so conflicts can be avoided ahead of time).

Journal assignments will be docked 1 point (on a scale of 10) for each class session it is late.

4. SPECIAL NEEDS--

Students who need course adaptations or accommodations because of documented disability, or who have emergency medical needs, or who need special arrangements in case the building must be evacuated should see me as soon as possible.

5. ETHICAL EXPECTATIONS OF COLLEGE STUDENTS--

The copying or plagiarism of any speech or paper robs the student of both a creative learning experience and a passing grade on that assignment. Quoting from sources, explicitly mentioned, is allowable. Copying paragraphs and/or ideas from others’ work (or others’ tests) is not!
<table>
<thead>
<tr>
<th>Date</th>
<th>Content/Assignments/ FYE Activities</th>
<th>Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/5-7</td>
<td>Communication, speaking and speech anxiety</td>
<td>SB Ch. 1</td>
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| 9/7      | Transition to CCSU  
(Academic expectations, differences from high school)                                     | L Ch. 1          |
| 9/10     | The Telephone Game: Communication as a process  
JOURNAL 1 DUE: Personal Coat Of Arms                                                                 |                  |
| 9/12     | Introduction to the speech process: Audience adaptation                                                 | SB Ch. 7, 11     |
| 9/14     | (PASS-FAIL) PERSONAL OBJECT SPEECH (JOURNAL 2)  
Academic Integrity                                                                                   |                  |
| 9/17     | JOURNAL 3 DUE: Feedback on Personal Object Speech  
The Speech Process:  
Choosing a topic; Goal setting  
Structuring & Supporting material                                                                   | SB Ch. 8-9       |
| 9/19-21  | JOURNAL 4 DUE: Activities 1-3 pp. 28-33 (Langan)  
Scavenger Hunt Assignment: CCSU resources  
Thinking & Writing clearly & critically                                                             | L Ch. 2, 9, 10   |
| 9/24     | JOURNAL 5 DUE: Report on campus activity  
Using visual aids                                                                                     | SB Ch. 10        |
| 9/26     | Analysis of Sample Informative Speech                                                                 |                  |
| 9/28     | SCAVENGER HUNT REPORTS ON CAMPUS RESOURCES  
Speech anxiety                                                                                       |                  |
| 10/1     | JOURNAL 6 DUE: Informative Speech Preparation Outline  
Outlining                                                                                           | SB Ch. 6         |
| 10/3     | Practice and delivery of speeches                                                                    |                  |
| 10/5     | JOURNAL 7 DUE: Study Notes for SB Chap. 6  
Active listening and active reading strategies  
In-class preparation for speeches                                                                       | L Ch. 3, 7      |
| 10/8-15  | 6-8 minute INFORMATIVE SPEECHES  
6-8 minute INFORMATIVE SPEECHES                                                                       |                  |
| 10/15    | JOURNAL 8 DUE: In-Class Notes & Do #3 (pp. 103-4, Langan)                                             |                  |
| 10/17    | JOURNAL 9 DUE: Informative Speech Evaluation  
Taking and utilizing good class notes  
Preparing for exams  
Guest lecture: Research/Library resources                                                              | L Ch. 5          |
| 10/19    |                                                                                                    | L Ch. 8          |
| 10/22    | MID-TERM EXAM  
Post-exam evaluation  
Planning for your major, minor and general education experience at CCSU                        | L pp. 201-2      |
| 10/24-26 |                                                                                                    |                  |
| 10/26    | Groups & building consensus: Desert survival task                                                    | SB Ch. 15        |
| 10/29    | Basics of group communication                                                                       |                  |
|          | JOURNAL 10 DUE: Your experiences working in groups                                                  |                  |
The Most Common Reasons Students Do Not Graduate

Between 30 and 50 percent of all college freshman never graduate. The top 10 reasons are:

1. Poor study skills and habits
2. Lack of time-management skills
3. Lack of preparation for the demands and requirements of college
4. Inability to handle the freedom at college
5. Too much partying
6. Lack of motivation or purpose
7. Failure to attend class regularly
8. Failure to ask for help early
9. Lack of effort and [lack of] time spent in studying
10. Failure to take responsibility for education (such as getting to know instructors, knowing expectations, setting goals, understanding deadlines, making up tests, redoing papers)