

COMX 202: Nonverbal Communication

Spring 2018

CRN: 37643

MWF 10-10:50

Classroom: McGill Hall 210

PROFESSOR: Dr. Steve Yoshimura

OFFICE: LA 347

OFFICE HOURS: Tuesday 1-2; Wednesday 3:30-4:30 + by appointment

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Course Goals

The purpose of this course is to acquaint you with classic and contemporary ideas about how people communicate without the use of words; that is, nonverbally. We will discuss the different ways in which people express themselves nonverbally, the types of goals that nonverbal communication helps us fulfill, how context can change our inclinations toward nonverbal messages, and the ways that nonverbal communication can be applied in “real-world” settings.

By the time you complete this course, you should be able to:

- Define and classify the types of nonverbal behaviors involved in the study and practice of nonverbal communication.
- Identify and comprehend the major theoretical perspectives that help us explain and understand why people nonverbally communicate in certain ways.
- Describe theoretical explanations for nonverbal communication and outcomes.
- Explain how one person’s nonverbal behaviors could affect another’s.
- Apply knowledge about nonverbal communication to everyday situations.

Required materials

- Knapp, M. L., Hall, J. A., & Horgan, T. G. (2014). *Nonverbal Communication in Human Interaction* (8th Ed.). Wadsworth
- Yoshimura, S. (2016). *Nonverbal Communication Research: Readings and Applications*. San Diego, CA: Cognella

Note: A lower price on the above book, plus 30% content in a .pdf version can be obtained at <https://students.universityreaders.com/store/>. After purchasing, log into your account and click “My Digital Materials” to get started on your book right away.

- A set of 25 3x5 notecards

Course assignments

Minute-writes: 2 points each, up to 50 points total.

At various times of many lectures, I’ll ask you to provide me with a written example of something you’ve experienced, a belief you have, a lesson you learned, or a question you have related to the topic we are discussing. I’ll select some of these for use in class, and you will earn points for submitting them, so long as they are readable, original, and indicative of reflection on the lecture content.

Three exams @ 50 points each = 150 points total

Your comprehension of the course topics will be assessed through three examinations. Each exam will be worth 50 points, and will consist of multiple-choice, matching, and/or short answer questions. Study guides will be provided, but you are responsible for working with them. Please be advised that they study guides alone are not intended to substitute for attending class, reading the assigned readings, taking good notes, and studying with your classmates. The final exam will not be comprehensive.

Course policies

1. Attendance

I will take attendance for the first three weeks of class. People who miss more than three class meetings during that time (more than 1/3 of the total classes) will be enrolled in the early alert system, and will be contacted by various university personnel to offer assistance. Otherwise, you don't need my permission to miss class unless you think you will be missing an exam (in which case you should read the following section). Regardless of the reason(s) why you miss any class, your responsibility is to find out what you missed and to get the lecture notes from one of your classmates. Please see the section below regarding missed exams.

2. Exams

Exams are administered only on the days scheduled. Once an exam has been distributed, you may not leave the room until you have submitted your exam for grading. All electronic devices must be turned off during exam times. No exams will be distributed once the first person has submitted her or his exam for grading (don't be late). No exam can be missed and made-up without a valid and legitimate excuse.

Valid and legitimate will be decided on the basis of evidence provided. "Valid and legitimate" never involves non-refundable plane tickets, road trips, concerts, early vacations, outdoor recreation, or any other random and unverifiable absence. If you are sick when an exam is given, **you** must provide a legitimate doctor's note that indicates the days that you were unable to attend class. This must be turned in at the time you take the exam. Dr.'s notes must be originals (no photocopies, carbons, faxes, or emails). If an absence is known ahead of time, you must make arrangements before the exam is distributed. On the occasion that an exam is taken at a time other than the scheduled time, the exam may be administered in essay format.

3. Office Hours

You are always welcome to speak with me in my office, even outside of office hours. To be sure that I am available at specific times, however, please do contact me by email or call ahead of time.

4. Academic Misconduct

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the student conduct code. Please see the Student Conduct Code for definitions and consequences of cheating and plagiarism at: www.umd.edu/SA/VPSA/index.cfm/page/1321.

5. Incompletes and course withdrawals:

See the *University of Montana Catalog* for more information on the policy regarding these options. Incompletes are very rarely granted, and only under the most unique circumstances. You may withdraw from the course until the 30th day of the session. After that, you may petition to withdraw, but only for medical reasons, family emergencies, a change in work schedule, or other uncontrollable reason. It is the policy of the university, College of Arts and Sciences, department of Communication Studies, and this professor to not normally grant withdrawal petitions after the 30th day without documentation.

6. Auditing and Credit/No Credit options: According to the current University Course Catalog, the Credit/No Credit grade option exists "to encourage students to venture into courses where they might otherwise hesitate because of uncertainty regarding their aptitude or preparation...". It does not exist as protection from poor performance after the 45th day of the semester. So, if you decide to audit this class or desire the credit/no credit grade option, you must indicate this decision to me within the first 45 days of class (Audits can only be selected within the first 15 days). I cannot grant any grade-option changes past that time. *If you wish to apply this course to your general education requirements, you must take it for a traditional letter grade.*

7. If you participate in University-sponsored activities (e.g., sports, debate, etc.)
I need a letter from your coach documenting your participation, as well as copy of your schedule indicating which days of class you'll need to miss due to your activity. You are responsible for getting notes and making arrangements to turn in your assignments/take exams.
8. Unique Needs
I and the University want everyone to have a fair chance at doing well in class. If you have unique needs that help you overcome some challenge to your learning, please see Disability Services for Students (DSS) in the Lommasson Center (Room 144; 243-2243). They will help you determine what types of resources are available to help you and will provide you with a letter to me detailing those resources. Give me the letter and we will work together to make sure that you begin with a "level playing field" for your performance in this course.
9. Sexual assault, harassment, and discrimination resources
You have a federal right to study in an environment free from harassment, sexual assault, and discrimination. If you or someone you know has been harassed, assaulted, or discriminated against you can find the appropriate resources by contacting the Student Advocacy Resource Center's 24-hour line at 406-243-6559.
10. Your grades and your privacy:
If you need information about your grade, please check the Moodle course supplement or make an appointment with me. Email and telephone are not considered as private communication forums, and federal law protects your academic information (e.g., grade). Thus, I cannot discuss grade information over email or telephone.

Course Calendar*

Readings: KHH = Knapp, Hall, & Hogan; Y = Yoshimura

Week 1: Introduction - Basic Nonverbal Communication Forms and Functions

Readings on Basic Nonverbal Communication Forms and Functions (read by Wednesday):

KHH: Chapter 1

Y: Chapter 1

M 1/22: Course introduction

W 1/24: Defining Nonverbal Communication

F 1/26: The Forms and Functions of Nonverbal Communication

Week 2 : Communicating Nonverbally Across Cultures

M 2/29: More forms and functions of nonverbal communication

W 2/31: Nonverbal Communication across cultures

Readings on Nonverbal Communication and Culture:

KHH: Chapter 2

Y: Chapter 2

F 2/2: Nonverbal Communication across cultures

Week 3: Nonverbal Communication Skills

M 2/5: Nonverbal Communication Skills and Impressions

Readings on Nonverbal Communication Skills and Impressions:

KHH: Chapter 3

Y: Chapter 3

W2/7: Nonverbal Communication Skills and Impressions

F 2/9: Impression management

Week 4: Personal Appearance Matters

M 2/12: Personal appearance codes

Readings:

KHH: Chapter 6

Y: Chapter 4

W 2/14: Personal appearance codes

F 2/16: No meeting

Week 5: Review and Exam 1

M 2/19: President's day – no school

W 2/21: Catch up and review for Exam 1

F 2/23: Exam 1

Week 6: Facial Codes

M 2/26: The Human Face

Readings on Facial Codes:

KHH: Chapter 9

Y: Chapter 6

W 2/28: Facial Expressions

F 3/2: Facial Expressions

Week 7: Eye Behavior

M 3/5: Oculesics

Readings on Oculesic Codes:

KHH: Chapter 10

Y: Chapter 7

W 3/7: Oculesics

F 3/9: Oculesics

Week 8: Bodily Movement

M 3/12: Kinesics

Readings on Kinesic Codes:

KHH: Chapter 7

Y: Chapter 5

W 3/14: Kinesics

F 3/16: Kinesics

Week 9: Using Space and Distance to Communicate

M 3/19: Proxemics

Readings on Proxemic Codes:

KHH: Chapter 5

Y: Chapter 8

W 3/21: Proxemics

F 3/23: Proxemics

Week 10

M 3/28- F 4/1 Spring Break

Week 11: Touch as Communication

M 4/2: Haptics

KHH: Chapter 8

Y: Chapter 9

W 4/4: Haptics

F 4/6: Haptics

Week 12: Exam 2 and Using the Voice to Send Messages

M 4/9: Exam 2

W4/11: Vocalics

Readings on vocalic codes:

KHH: Chapter 11

Y: Chapter 10

F4/13: Vocalics

Week 13: Communicative Aspects of the Immediate Environment

M 4/16: Microenvironments

Reading on microenvironmental codes

KHH: Chapter 4

W 4/18: Microenvironments

F 4/20: Olfactics

Reading on olfactics

KHH: Pages 179-182

Y: Chapter 11

Week 14: Attractiveness and Using Time to Communicate

M 4/23: Attractiveness

Reading on attractiveness:

Y: Chapter 13

W 4/25: Chronemics

Reading on chronemics

Y: Chapter 12

F 4/27: Chronemics

Week 15: Putting It All Together

M 4/30: Nonverbal communication in intimate relationships

W 5/2: Communicating dominance and persuasion

F 5/4: Nonverbal communication and successful job interviews

Reading on nonverbal communication in job interviews

Y: Chapter 14

Final exam: 10:10-12:10am, Wednesday, May 9.

*The course calendar is subject to change as necessary.