

CMST C101: FUNDAMENTALS OF HUMAN COMMUNICATION

Item	Value
Curriculum Committee Approval Date	04/18/2025
Top Code	150600 - Speech Communication
Units	3 Total Units
Hours	54 Total Hours (Lecture Hours 54)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	No
Open Entry/Open Exit	No
Grading Policy	Standard Letter (S)
Local General Education (GE)	<ul style="list-style-type: none"> Area 1B Oral Communication and Critical Thinking (CA1)
Intersegmental General Education Transfer Curriculum (IGETC)	<ul style="list-style-type: none"> IGETC 1C Oral Communications (1C)
California State University General Education Breadth (CSU GE-Breadth)	<ul style="list-style-type: none"> CSU A1 Oral Communications (A1)

Course Description

This course focuses on oral communication in public, general, and small group settings. Emphasis is placed on rhetorical principles and practices related to speaking and communicating in public settings, interpersonal contexts, and small group settings. Additionally, focus is on the assessment of efficacy of communication principles and processes such as problem solving, conflict management, and decision making. This course includes faculty – supervised, faculty evaluated oral presentations in the presence of others (physically or live virtually). Transfer Credit: CSU; UC.

Course Level Student Learning Outcome(s)

1. Create a formal, full-sentence outline for both informative and persuasive extemporaneous speeches, tailored to the demographics of a specific audience, in preparation for faculty-supervised and evaluated presentations delivered to a live (physical or virtual) audience.
2. Deliver faculty-supervised and evaluated formal extemporaneous speech presentations for both informative and persuasive purposes, to a live (physical or virtual) audience
3. Through faculty-supervised and evaluated speeches delivered to a live (physical or virtual) audience demonstrate analysis and comparison of the following competencies and skills—conversation, perception, self-concept, listening, verbal communication, and non-verbal communication—with real-life communication experiences, highlighting the differences and similarities between the ideal standards and actual practices.
4. Through faculty-supervised and evaluated speeches delivered to a live (physical or virtual) audience demonstrate in a small-group setting, abilities of leadership communication, problem solving, role

orientation and conflict management strategies to achieve group goals.

Course Objectives

- 1. Identify and analyze theory and research on human communication.
- 2. Through faculty-supervised and faculty evaluated speeches delivered to a live (physical or virtual) audience, demonstrate one's own public speaking abilities necessary for creating and delivering informative and persuasive extemporaneous speeches, including analyzing the demographics of the audience, researching and organizing information, and creating full-sentence outlines.
- 3. Identify various factors that influence public communication, including speaker-audience analysis, research and evidence, organization, language, evidence, and delivery.
- 4. Explain the function of public speaking in American and the global society.
- 5. Through faculty-supervised and faculty evaluated speeches delivered to a live (physical or virtual) audience, demonstrate one's ability to participate effectively in groups.
- 6. Research and identify the theories of interpersonal communication and how they affect their self-identity and communication with others.
- 7. Demonstrate interpersonal communication skills, including conversation, perception, listening, and both verbal and nonverbal skills.
- 8. Explain Small group communication principles including leadership, decision making, and conflict management.
- 9. Demonstrates an understanding of the role communication plays in creating a culture of inclusion.
- 10. Practice listening skills in a variety of contexts.
- 11. Identify Ethical issues in communication.

Lecture Content

Introduction to Communication Principles Definitions and Model of Communication Communication in personal and professional contexts Listening in communication contexts Ethics and Communication Interpersonal Communication and Relationships Perception Self-concept and Personal Identity Verbal and non-verbal communication skills Contexts of interpersonal communication, personal, professional, intercultural, family, and online. Small Group Communication Role orientation Group leadership Group decision making Conflict management in groups Public Speaking Communication (Rhetorical) situation Ethics and diversity in speaking Audience analysis and adaptation Speaking occasions Speaking Purposes Delivery Skills Presentation aides Evaluation and critique of effective speaking Informative Speaking Types of informative speaking Informative Organizational Patterns Persuasive Speaking Persuasive Speaking Organizational Patterns

Method(s) of Instruction

- Lecture (02)
- DE Live Online Lecture (02S)
- DE Online Lecture (02X)

Instructional Techniques

There are three primary instructional methods employed. These methods include the following: Lecture and discussion format about theories and principals of public speaking, interpersonal and small group communication. Oral and written practice of skills and competencies of public speaking, interpersonal and small group communication. Faculty-supervised and faculty evaluated speeches delivered to a live (physical or virtual) audience. Speeches will focus on informative and persuasive extemporaneous address.

Reading Assignments

Reading of Textbook Reading of research related to subject matter chosen for speech presentations and research presentations. Reading of relevant information sources, including periodicals, newspapers, professional and academic journals, and books to serve as foundation for research and interpersonal analysis assignments.

Writing Assignments

Analysis and Critique of professional speakers Analysis and Critique of student speakers Analysis and Critique of own speeches Written journal of substantial length recording summary and analysis of interpersonal interaction.

Out-of-class Assignments

Research of potential speech topics Written Speech Preparation Outlines Written Speech Delivery Outlines Faculty-supervised and faculty evaluated speeches delivered to a live (physical or virtual) audience. Examination and written reflection of interpersonal experiences with others in the following contexts: education, business, friendship, romantic, family.

Demonstration of Critical Thinking

To demonstrate through participation in dialog between student and instructor and classroom discussion the ability to apply skills, conceptual, and theoretical, to express understanding of variations of behavior, to use communication practices, and to explain their impacts on human interactions. The ability to participate in dialogue between student and instructor. The ability to critique essays and speeches --both of public figure and student speakers and writer work published online and in print.

Required Writing, Problem Solving, Skills Demonstration

Faculty-supervised and faculty evaluated speeches delivered to a live (physical or virtual) audience. Oral informative presentation will be required to demonstrate elements of effective ability to research, organize, and deliver an effective informative speech presentation. Written essay of substantial length will be evaluated on the ability to demonstrate and explain understanding of relationships between people and their unique communication processes. Written essays will be evaluated on the ability to demonstrate competence in interpersonal communication, small group communication, public speaking, and intercultural communication. Written essay of substantial length will be evaluated on the ability to analyze and critique speeches of public figures and student speeches.

Eligible Disciplines

Communication studies (speech communication): Master's degree in speech, speech broadcasting, telecommunications, rhetoric, communication, communication studies, speech communication, or organizational communication OR bachelor's degree in any of the above

AND master's degree in drama/ theater arts, mass communication, or English OR the equivalent. Master's degree required.

Textbooks Resources

1. Required Devito, J.A. Essentials of Human Communication, 10th ed. Pearson, 2021 2. Required Beebe, S., Beebe S.. Communication: Principles for a Lifetime, 8th ed. Pearson, 2022

Other Resources

1. Coastline Library 2. OER or other ZTC materials identified by the instructor