**NORTHVIEW HIGH SCHOOL SYLLABUS**

**COMMUNICATIONS**

**SEMESTER-ONE**

Nancy Hoffman                                                                   Conference Hours:  by appointment

nhoffman@nvps.net                                                            Room: #2108

Website: [http://hoffmanshomepage.weebly.com](http://hoffmanshomepage.weebly.com/)                 English CATS Hours: Mondays, 2:45-3:45

**TEXTS:**

Teacher-selected articles, essays and speeches

“*The single biggest problem in communication is the illusion that it has taken place*.” George Bernard Shaw

**Communications Website**: (see above)

The course website offers students a variety of resources. More importantly, it summarizes what happens each day in class, allowing students the opportunity to stay caught up and on top of homework assignments. Absent students are expected to check the website to complete missed in-class assignments and stay up to date on homework.

**Course Overview:** The course is designed to give all students extensive study and practice in the fundamental components of the human communication process. Emphasis is placed on selected concepts, methods, and practice in dyadic, small group, and presentational settings. Covers such areas as information gathering, message design, audience considerations, verbal/nonverbal approaches, discussion/delivery strategies, critical analysis, and related media technology support resources. **Course includes several student speech assignments and presentations.**

**COURSE REQUIREMENTS:**

• Attendance/Participation in classroom discussions

• Daily notes, class work and composition notebook topics

• Tests/quizzes on communication topics

• Minor project

• Major project

• Speeches/Oral presentations

**GRADING POLICY:**

Overall: 80% semester work – 20% final exam

Semester work: 70% Summative Assessment – 30% Formative Practice Assignments

Credit is earned by achieving an average of 59.5%

**ASSESSMENTS:**

**Formative Assessments:**

·         Composition Notebook bi-weekly checks

·         Classroom assignments

**Summative Assessments:**

·         Units One through Four

·         Speeches

o   Self Speech

o   Impromptu Speech

o   Minor Project Speech

o   Demonstration Speech

o   Job Interview

o   Major Project Pecha Kucha Speech

o   Moth Speech – 1/3 of final exam grade (other 2/3 written)

o   Live Performance Attendance

**LIVE PERFORMANCE ATTENDANCE**: In addition to the speeches students will do in class, students are **required** to attend *one* live local performance. The requirement can be fulfilled a number of ways: local theatre, poetry readings or slams, local speeches or lectures, Pecha Kucha night, political rallies, etc. Evidence of attendance must be through a program and/or ticket stub ***and*** a selfie at the event.

**COURSE SCHEDULE:**

• Functions of Human Communication

• Communication Process – Models

• Purposes and Principles

• Self-awareness – Intrapersonal communication

• Verbal messages and Non-verbal messages

• Listening – Feedback

• Group Communication

• Culture/Media in Communication

• Presentational Communication – **Public Speaking**

**Classroom Info and Policies:**

• Make up quizzes/tests to be done on an individual basis

• Please no food in class. Water is permitted and encouraged.

• Cell phones use will not be permitted in class. These severely inhibit interpersonal communication and cause distraction from speakers.

• Respect of fellow students and the teacher must be demonstrated at all times. Public speaking is a significant fear for many; therefore, attentive, respectful and active listening is critical.