LSPR Communication & Business Institute

Subject Syllabus

Subject Code	**:**	KOM6
Subject Title	**:**	Human Communication & Interpersonal Skills : Behavioural Studies
Subject Specification	**:**	For students in Communication Faculty

Subject Overview **:** Communication is about mutual, transactional meaning making, working with others to craft common understanding. It is also about how we perceive our world and how we create our identity; we know ourselves and our world through interaction with others. Helping students gain more effective control over perception, meaning making, and identity. How do we begin to understand this complex world and our place in it? Through communication.

Course Objectives **:**

1. Encourage students to think critically about themselves and the world around them, both in face-to-face interactions and in digital communication environments.
2. Encourage students to draw on insights from multiple disciplines to deepen their understanding of communication phenomena and its impact on individuals and society.
3. Help students develop effective communication skills, including listening, speaking, writing, and digital literacy, that are essential for success in academic, professional, and interpersonal settings

Course Method **:** Course material is delivered through student review of textbook materials including project development/presentation, self-assessments, digital media including movies, discussion boards, online lectures and final exams. It is expected that every student will regularly attend classes and participate in class discussion.

Learning Outcome (Competence) **:**

- Knowledge : Understanding of the fundamental principles and theories of human communication, including models of communication, interpersonal communication theories, and the role of perception in communication
- Skill : Ability to apply communication strategies and techniques to manage conflict, navigate difficult conversations, and build trust and rapport with others.

- Attitude : Cultivation of a positive attitude towards communication as a process of mutual, transactional meaning-making and relationship-building.

Course content :

Week	Topic
1	The Communication Process
2	Verbal Communication
3	Nonverbal Communication
4	Listening
5	Relational and Conflict Communication
6	Communicating in Small Groups
7	Organizational Communication
8	**Mid Term Examination**
9	Intercultural Communication
10	Mass Communication
11	Media Literacy
12	Social Media and Communication Technologies
13	Persuasion and Social Influence
14	Health Communication
15	Public Speaking: An Overview
16	**Final Examination**

Grading System :
In the Letter Grade System, the quantitative grades mean:

Grade	Symbol	Conversion Value
90 – 100	A	4.0
85 – 89.99	A-	3.7
80 – 84.99	B+	3.3
75 – 79.99	B	3.0
70 – 74.99	B-	2.7
65 – 69.99	C+	2.3
60 – 64.99	C	2.0
50 – 59.99	C-	1.7
40 – 49.99	D	1.0
< 40	E	0

Course Evaluation :
As a general rule, students are evaluated based on the following criteria:
Final Examinations 35%
Mid-term Examinations 25%

Coursework & Assignments 30%
Attendance 10%

TOTAL 100%

Lecturers, however, have the option of requiring midterm and final papers in lieu of midterm and final examinations. They may likewise change the percentage (weight) for each of the abovementioned items.

Scheme of Work :

Session	Title/Topic	Area Discussion	Activities
1	The Communication Process	Perception, Meaning, and Identity a. The Process of Creating Meaning b. The Power of Culture c. Communication and Perception d. Signs and Symbols e. Communication and Identity f. What Does Communication Give You the Power to Do? g. Review of Learning Objectives	1. Lecturer's presentation 2. Question and answer 3. Class discussion
2	Verbal Communication	a The Structure of Language b Language and Thought c The Functions of Language d Language and Meaning Making e Language and Protecting Self-Identity: Politeness Theory f Review of Learning Objectives	1. Lecturer's presentation 2. Question and answer 3. Class discussion
3	Nonverbal Communication	a What Is Nonverbal Communication? b Theory of Nonverbal Coding Systems c Types of Nonverbal Coding Systems	1. Lecturer's presentation 2. Class discussion 3. Question and answer

		d The Role of Nonverbal Communication in Creating Meaning and Identity e Review of Learning Objectives	
4	Listening	a. What is Listening? b. Misconceptions About Listening c. The Components of Effective Listening d. Barriers to Effective Listening e. Types of Listening f. Becoming an Effective Listener g. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
5	Relational and Conflict Communication	a. The Value of Relationships b. The Role of Interpersonal Communication c. Developing and Maintaining Relationships d. Interpersonal Communication and Conflict e. Resolving Conflict: What to Do and What Not to Do f. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer 4. Case Study
6	Communicating in Small Groups	a. Types of Groups b. Dynamics of Group Structure c. Leadership and Power d. Improving Your Group Communication Skills e. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
7	Organizational Communication	a. Defining Organizational Communication b. Types and Movement of Organizational Messages c. The Organization as a System d. Positive and Negative Organizational Communication Traits e. Organizational Climate and Culture	2. Lecturer's presentation 3. Class Discussion 4. Question and answer 5. Practice

		f. Review of Learning Objectives	
8	**Mid Term Test**		
9	Intercultural Communication	a What Is Intercultural Communication? b Obstacles to Intercultural Communication c The "Naturalness" of Prejudice: Two Theories of Culture and Identity d Accelerators of Intercultural Communication e How Cultural Values Shape Communication f Attitudes Toward Diversity and the Problem with Tolerance g Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
10	Mass Communication	a What Is Mass Communication? b Culture, Communication, and Mass Media c Characteristics of Media Consumers d Characteristics of Media Industries e Theories of Mass Communication f Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
11	Media Literacy	a. What Is Media Literacy? b. Media Literacy Questions c. What Does It Mean to Be Media Literate? d. Media Literacy and Meaning Making e. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
12	Social Media and Communication Technologies	a. The Promise and Peril of New Communication Technologies b. A Connected World c. The Dark Side of New Communication Technologies d. How Computer-Mediated Communication Affects Identity e. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer

13	Persuasion and Social Influence	a. What Is Persuasion? b. Values, Attitudes, Beliefs, and Behaviors c. The Selective Processes d. What Factors Influence Persuasion? e. The Elaboration Likelihood Model of Persuasion f. Processes of Attitude Change g. Review of Learning Objectives	1. Lecturer's presentation 2. Class discussion 3. Question and answer
14	Health Communication	a. Communication and a Long and Healthy Life b. Health Communication in Provider-Client Settings c. Health Communication Contexts d. Health Communication and the Internet e. Health Communication Campaigns f. Review of Learning Objectives	2. Lecturer's presentation 3. Class discussion 4. Assignment 5. Case study
15	Public Speaking: An Overview	a. The Importance of Public Speaking b. Types of Speeches c. A Crash Course in Public Speaking d. Identifying the Steps of Speech Preparation e. Overcoming Public Speaking Anxiety f. Review of Learning Objectives	2. Lecturer's presentation 3. Class discussion 4. Practice
16	**Final Examination**		

Midterm Paper Guideline **:** Group Study Case Analysis

Final Paper Guideline **:** Group Project or Group Presentation

References **:**

1. Baran, Stanley J., Beauchamp, Susan R. (2017). Introduction to Human Communication: Perception, Meaning, and Identity. New York, Oxford University Press.
2. DeVito, Joseph A. (2018). Human Communication: The Basic Course, 14th Edition. USA, Person Education, Inc.

3. Dainton Marianne, Zelley D., Elaine (2019). Applying Communication Theory for Professional Life, 4th Edition. California, SAGE Publications Inc.
4. Beebe, Steven A., Beebe, Susan J., Redmond, Mark V. (2020). Interpersonal Communication: Relating to Others. USA, Person Education, Inc.

Prepared by:	Checked by :
Dr. Yovi Batthesta	**Sri Ulya Suskarwati, S.E, M.Si.** Head of Communication Science Study Programme
Reviewed by :	Approved by :
Mikhael Yulius Cobis, M.Si, M.M. Dean of Communication Faculty	**Dr. Janette Maria Pinariya** Vice Rector I