

Personal Communication is a one semester course that teaches students how to become effective at verbal and nonverbal expression. In a rapidly changing world filled with constantly evolving technology, social media, and social networking, students need skills to send clear verbal and nonverbal messages and adapt those messages to multiple contexts. Students need to prepare to identify, analyze, develop, and evaluate communication skills in personal, academic, and professional interactions.

Major topics in Personal Communication include intrapersonal and interpersonal interaction, informal communication and interviewing, and preparing and delivering informal, informational, and persuasive addresses. Students also engage in recognizing bias, elements of ethical communication, conflict resolution, evaluating media messages, group dynamics, and participate in peer review.

UNIT 1: INTRAPERSONAL COMMUNICATION AND DIGITAL IDENTITY

- Lesson 1: Intrapersonal Communication
- Lesson 2: Digital Identity
- Lesson 3: Wrap-Up: Intrapersonal Communication and Digital Identity

UNIT 2: INTERPERSONAL COMMUNICATION

- Lesson 1: Active Listening and Removing Barriers
- Lesson 2: Interviews and Informal Talks
- Lesson 3: What We Say and How We Say It
- Lesson 4: Wrap-Up: Interpersonal Communication

UNIT 3: RESPECTFUL AND RESPONSIBLE COMMUNICATION

- Lesson 1: Respectful Communication
- Lesson 2: Responsible Decision-Making
- Lesson 3: Wrap-Up: Respectful and Responsible Communication

UNIT 4: INFORMATIVE ADDRESSES

- Lesson 1: Informative Addresses
- Lesson 2: Presentation and Peer Review
- Lesson 3: Wrap-Up: Informative Addresses

UNIT 5: PERSUASIVE ADDRESSES AND MESSAGING

- Lesson 1: Persuasive Addresses
- Lesson 2: Adapting a Message
- Lesson 3: Wrap-Up: Persuasive Addresses and Messaging

UNIT 6: SEMESTER WRAP-UP

- Lesson 1: Semester Wrap-Up